



WESTERN NEVADA COMMUNITY COLLEGE

2006-2007  
*Academic Program Guide*

[www.wncc.edu](http://www.wncc.edu)



# How to use the **ACADEMIC PROGRAM GUIDE**

WNCC is pleased to provide this booklet to help you determine your college program of study. You will find detailed information about the college's academic degrees and programs. Individual academic programs are listed in alphabetical order. On the inside back cover is an Academic Program Progress Worksheet, to help you track your classes and degree completion.

The WNCC 2006-2007 Catalog is online:

**[www.wncc.edu/catalog](http://www.wncc.edu/catalog)**

including detailed information about:

- College Calendars
- Course Descriptions
- Enrollment and Records
- Faculty and Administration
- Fees & Costs
- Financial Assistance
- Policies & Procedures
- Rules & Sanctions
- Student Activities
- Student Services

## **INFORMATION**

Contact WNCC campuses or teaching centers:

Carson City – 775-445-3000

Douglas – 775-782-2413

Fallon - 775-423-7565

Fernley – 775-575-3348

Hawthorne – 775-945-2405

Lovelock – 775-273-4994

Smith Valley – 775-465-2332

Yerington – 775-463-2412



FRONT COVER: Clockwise from top: WNCC students Stephanie Biddle, Donald McMurtrey, Brian Waltz, and Luis Pimentel.

BACK COVER: (L-R) Baseball's Pat Grennan, soccer's Savannah Gray, and rodeo's Charles Pease.

# **NEW @ WNCC**

## **IN THE CLASSROOM**

### **Exceed Expectations With Customer Service Classes**

Employees who exhibit superior customer service skills can advance quickly in the business world. Many large companies point to customer service as their number one reason for success. WNCC recognizes this need in the business community and has developed a new 30-credit Certificate of Achievement program in customer service.

Structured in a modular format, students who choose four, eight, or all 12 credits of the specialized customer service classes will receive certificates of completion which document their progress and provide proof of job skills as they move through the program. Business, management and marketing classes in the program can be also applied to other WNCC business degrees.

### **Nursing Program Earns 93 Percent Pass Rate**

Western Nevada Community College's highly regarded associate degree nursing program achieved a 93 percent pass rate during the past year for students taking the National Council Licensing Examination for Registered Nurses. Students completing the two-year nursing program earn an Associate of Applied Science Degree in Nursing and are eligible to sit for the national exam.

Many WNCC nursing graduates go on to work in Northern Nevada at Carson Tahoe Regional Medical Center, St. Mary's Regional Medical Center, Washoe Medical Center, Banner Churchill Community Hospital, and Barton Memorial Hospital. They also can choose to earn a bachelor's degree and some have become master's prepared nurse practitioners.

## **ON CAMPUS**

### **Baseball Team Wins Conference Title in First Season**

The inaugural season for the WNCC baseball team was a big hit as the Wildcats finished with a 37-18 overall record, a Scenic West Athletic Conference Championship, and a top 20 ranking in the National Junior College Athletic Association's final poll.

The Wildcats closed out the season taking 11 straight games in true storybook fashion to clinch the SWAC Championship with a 30-10 conference record. This record was particularly impressive considering 32 of WNCC's 52 games were away from home, and only eight were played at the new John L. Harvey Field.

### **Soccer Team Achieves Academic Recognition**

The National Junior College Athletic Association recognized WNCC's women's soccer team as one of their fall 2005 academic teams of the year. The Wildcats were ranked No. 12 in the nation with a cumulative grade point average of 3.04.

WNCC's inaugural soccer season ended with success as the young team went 6-6-3 and competed in the post-season tournament of the Scenic West Athletic Conference.



## ACADEMIC PROGRAM GUIDE



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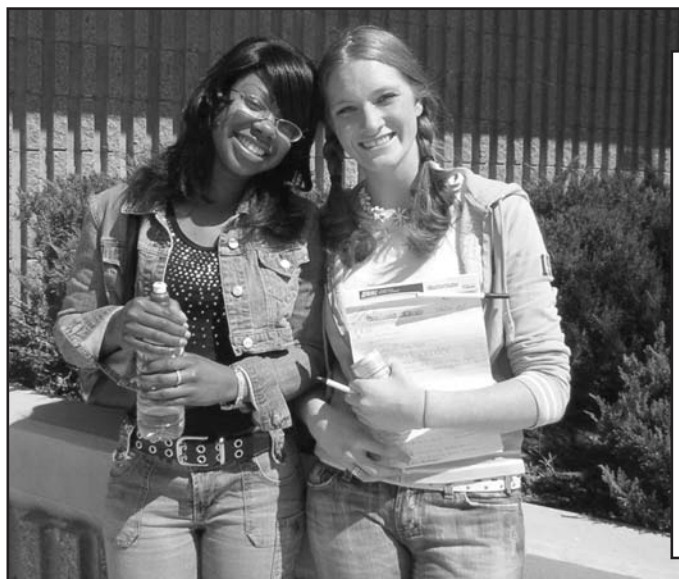
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**Principles of Community**

As members of the WNCC community, we choose to be part of an academic community dedicated to those principles that foster personal and professional integrity, civility, and tolerance.

We strive toward lives of personal integrity and academic excellence—We will encourage in ourselves, and in one another, those responsible actions which lead to lives of productive work, personal enrichment, and useful citizenship in an increasingly interdependent world.

We commit to treat one another with civility—Recognizing that there will be differences of opinion, we will explore the differences in a courteous and forthright manner, always acknowledging individual rights to the freedom of expression and association.

We support tolerance—We encourage those of all cultures, orientations, and backgrounds to understand and respect one another in a safe and supportive educational environment.

**STATEMENT OF ETHICS:** WNCC is committed to the highest ethical standards in its administration, teaching, scholarships and service, and its treatment of its students, faculty and staff.

## Academic Programs

Western Nevada Community College offers associate degrees and academic programs to meet a variety of educational goals. Some students wish to learn occupational skills or work toward career advancement. Others seek credits which will transfer to a four-year college or university.

*To meet the needs of its students, WNCC offers four types of associate degrees:*

- Associate of Applied Science
- Associate of Arts
- Associate of General Studies
- Associate of Science

### OCCUPATIONAL PROGRAMS AND EMPHASES

WNCC offers two-year occupational programs in many areas, allowing students to gain job training and earn an Associate of Applied Science degree.

One-year occupational programs are also offered in a number of areas, allowing students to achieve a Certificate of Achievement.

Students enrolled in any of these programs will benefit from “hands-on” laboratory experience within their major field. They will enter the job market with specific skills and knowledge useful for employment and advancement.

A number of one-year certificates are also offered in occupational areas. Students are encouraged to read the specific information about each degree or certificate before making their decisions. Counselors and faculty advisors are also available to provide information on the programs available.

### TRANSFER PROGRAMS AND EMPHASES

WNCC attracts a large number of students who plan to earn a baccalaureate degree from a four-year college or university. They elect to begin their college education at the community college for many reasons, including lower tuition costs, small class sizes, flexible class times and a comfortable learning environment.

Students who plan to transfer can earn the Associate of Arts, Associate of Science, or Associate of General Studies degree. These programs of study can provide the first one or two years of their four-year degrees.

WNCC students have transferred to many four-year schools. Students who plan to transfer should work closely with a WNCC counselor and also keep in contact with the intended transfer institution.

## General Education Mission & Student Learning Outcomes

The general education program is an essential element of all degree programs and certificates of achievement offered at WNCC. Faculty completed a review of the purpose of the general education program and developed a list of the 10 things that are critical to the success of WNCC graduates. The 10 things students are expected

to demonstrate they have achieved are referred to as general education student learning outcomes. Starting in fall 2006, all courses used to fulfill general education requirements will specify the specific general education student learning outcomes that are relevant to the course.

#### General Education Mission

The mission of general education at WNCC is to provide students who complete degrees and certificates of achievement with critical life skills that will benefit students in their personal and professional endeavors.

#### General Education Student Learning Outcomes for Degrees

Students who complete a degree at WNCC are expected to demonstrate they:

- have college-level skills in reading, writing, and oral communication appropriate to their degree and/or emphasis.
- can use appropriate college-level mathematical skills.
- have problem solving, creative, and critical thinking skills.
- have effective and efficient learning skills, including the location and evaluation of information.
- have appropriate technological skills, including computer skills.
- know the basic principles and processes of government at the local, state, national and international levels.
- understand the methods of science and the role of science and technology in the modern world.
- understand and apply social science principles, including an appreciation of participation in civic affairs.
- have an understanding of fine arts or performing arts.
- understand the importance of cultural traditions, diversity, and ethics in the modern world.

#### General Education Student Learning Outcomes for Certificates of Achievement

Students completing a certificate of achievement at WNCC are expected to demonstrate they have the communication, computational, and human relations skills appropriate to the certificate area.

# Academic Programs & Degrees

	Associate of Applied Science Degree	Associate of Arts Degree	Associate of Science Degree	Certificate of Achievement	Transfer Program Courses **	Certification Preparation
Accounting ( <i>Business Emphasis</i> )	X				X	
Accounting - Applied ( <i>Business Emphasis</i> )	X				X	
Accounting Technician				X	X	
American Sign Language				X	X	
Automotive Mechanics	X			X		X
Biophysical Sciences ( <i>Associate of Science Emphasis</i> )			X		X	
Business	X			X	X	
Chemistry ( <i>Associate of Science Emphasis</i> )			X		X	
Computer Networking Technology	X					
Computer Science ( <i>Associate of Science Emphasis</i> )			X			
Computer Technology - Cisco Systems				X		X
Computer Technology - Computer Programming				X		
Computer Technology - Microcomputer/Network Technician				X		X
Computer Technology - Network Administration				X		X
Construction Technology - Project Management ( <i>Construction Tech Emphasis</i> )	X					
Convergence Technology	X					
Criminal Justice - ( <i>Associate of Arts &amp; Applied Science</i> )	X	X				X
Criminal Justice - Law Enforcement/Academy ( <i>Criminal Justice Emphasis</i> )	X			X		X
Criminal Justice - 9-1-1 Dispatch Telecommunications				X		
Customer Service				X		
Deaf Studies ( <i>Associate of Arts Emphasis</i> )		X			X	
Drafting Technology - Architectural ( <i>Drafting Technology Emphasis</i> )	X			X	X	
Drafting Technology - Civil ( <i>Drafting Technology Emphasis</i> )	X				X	
Drafting Technology - Mechanical ( <i>Drafting Technology Emphasis</i> )	X			X	X	
Early Childhood Education	X			X	X	
Education					X	
Electronics Technology	X			X		
Engineering Science ( <i>Associate of Science Emphasis</i> )			X		X	
Fine Arts ( <i>Associate of Arts Emphasis</i> )		X			X	
Geographic Information Systems	X			X	X	
Geosciences ( <i>Associate of Science Emphasis</i> )			X		X	
Graphic Communications	X			X	X	
Health Information Technology	X					
Health Information Technology - Medical Coding				X		
Health Information Technology - Medical Transcription				X		
Health Information Technology - Medical Unit Clerk				X		
Machine Tool Technology	X			X		
Management ( <i>Business Emphasis</i> )	X				X	
Mathematics ( <i>Associate of Science Emphasis</i> )			X		X	
Musical Theatre ( <i>Associate of Arts Emphasis</i> )		X			X	
Nursing	X			X	X	
Office Technology	X				X	
Paralegal Studies	X				X	
Physics ( <i>Associate of Science Emphasis</i> )			X		X	
Real Estate ( <i>Business Emphasis</i> )	X					X
Retail Management				X	X	
Surgical Technology				X		X
Web Technology	X				X	
Welding Technology	X			X		X

\*\* Students may take courses in many other academic areas for transfer; see transfer degree section of this catalog and/or a WNCC counselor.

# Transfer Degrees

## Associate of Arts & Associate of Science

### Associate of Arts Degree and Associate of Science Degree Mission & Outcomes

**MISSION** - The purpose of the Associate of Arts and Associate of Science degrees is to provide the academic knowledge and skills for successful transfer to meet higher educational goals.

**STUDENT LEARNING OUTCOMES** - Students who complete either an Associate of Arts or an Associate of Science degree at WNCC are expected to demonstrate that they -

- have met the general education student learning outcomes.
- know the subject matter appropriate to the emphasis of the degree.
- can succeed at their transfer institutions.

The Associate of Arts and Associate of Science degrees are primarily for the student who plans to transfer from WNCC to a four-year college or university to pursue a baccalaureate degree in liberal arts, sciences, humanities, math or related areas. Every year, large numbers of WNCC students successfully transfer to other schools. Each school has its own specific requirements and recommended electives for its various emphases.

Community college students who plan to transfer to the University of Nevada, Reno, University of Nevada, Las Vegas or Nevada State College and who did not complete the university entrance requirements in high school, must complete a minimum of 24 transferable credits with a minimum 2.3 grade point average. Effective fall 2010, the minimum grade point average will increase to 2.5. Students who earn an Associate of Arts or Associate of Science degree will be admitted to an NSHE university or state college regardless of their grade point average.

## HOW WNCC COURSES TRANSFER AND MEET DEGREE REQUIREMENTS

All students planning to transfer to a four-year college or university are encouraged to meet with a WNCC counselor to ensure their understanding of current transfer guidelines and to carefully design a transfer program that will best meet their needs. Students are encouraged to select the institution and program into which they expect to transfer as early as possible.

**Courses with numbers 100 to 299** (such as ENG 101) are college level courses which are designed to transfer within the Nevada System of Higher Education, and often to other colleges and universities, including UNR, UNLV, and Nevada State College as either an equivalent, a departmental elective or a general elective.

**Courses with a "B" designator after the number** (such as MATH 100B) are college level courses which may apply toward a WNCC degree but which may not transfer to UNR or UNLV. In some cases, these courses may transfer to other Nevada community colleges and NSC or to out-of-state college and universities. See a WNCC counselor for the latest transfer information.

**Courses with a "C" designator after the number** (such as CS 109C) are community education courses which do not apply toward college degrees.

**Courses with an "L" designator after the number** (such as PHYS 151L) are college level laboratory courses which are designed to transfer.

**Courses with numbers below 100** (such as ENG 95) are developmental courses which do not apply toward a WNCC degree and normally do not transfer to a university.

## TRANSFER PROGRAMS

WNCC students may select a course of study which enables them to complete some or all of the lower division requirements for a four-year degree in the following emphases at UNR, UNLV, NSC or other schools.

Recent surveys of WNCC students show they have transferred to colleges throughout the country including: UNR; UNLV; California State University, Sacramento; Truckee Meadows Community College; University of Phoenix; Cosumnes River College-Los Rios; Lake Tahoe Community College; Great Basin Community College and Salt Lake Community College.

Please contact counselors or faculty advisers for major-to-major transfer agreements for the following programs:

- |                             |                                  |                                  |
|-----------------------------|----------------------------------|----------------------------------|
| • Accounting                | • Fish/Wildlife Management       | • Oceanography                   |
| • Agriculture               | • Foreign Languages              | • Pre-Optometry                  |
| • Animal Science            | • General Studies                | • Pre-Pharmacy                   |
| • Anatomy                   | • Geography                      | • Philosophy                     |
| • Anthropology              | • Geology                        | • Physician Assistant            |
| • Architecture              | • Geological Engineering         | • Physical Education             |
| • Art                       | • History                        | • Pre-Physical Therapy           |
| • Astronomy                 | • Hotel Administration           | • Physiology                     |
| • Atmospheric Sciences      | • Humanities                     | • Physics                        |
| • Biochemistry              | • Industrial Arts                | • Political Science              |
| • Biology                   | • Industrial Education           | • Psychology                     |
| • Business                  | • Information Systems            | • Public Administration          |
| • Chemistry                 | • Journalism                     | • Public Relations               |
| • Chemical Engineering      | • Pre-Law                        | • Radiologic Technology          |
| • Civil Engineering         | • Liberal Arts                   | • Recreation                     |
| • Communication Arts        | • Pre-Librarianship              | • Religious Studies              |
| • Communicative Disorders   | • Literature                     | • Social Science                 |
| • Computer Engineering      | • Management                     | • Social Welfare/<br>Social Work |
| • Computer Science          | • Marketing                      | • Sociology                      |
| • Criminal Justice          | • Mathematics                    | • Special Education              |
| • Dance                     | • Pre-Medicine                   | • Speech Communication           |
| • Dental Hygiene            | • Mechanical Engineering         | • Theatre Arts                   |
| • Pre-Dentistry             | • Metallurgical Engineering      | • Urban Planning                 |
| • Drama                     | • Meteorology                    | • Pre-Veterinary Medicine        |
| • Early Childhood Education | • Mining Engineering             | • Vocational Education           |
| • Economics                 | • Motion Picture and Cinema      | • Zoology                        |
| • Education                 | • Multicultural (Ethnic) Studies |                                  |
| • Electrical Engineering    | • Music                          |                                  |
| • English                   | • Natural Resources              |                                  |
| • Environmental Science     | • Nursing                        |                                  |
| • Finance                   | • Occupational Therapy           |                                  |



# Associate of Arts

## A Transfer Degree

The Associate of Arts degree is primarily for students planning to transfer with junior standing to a four-year college or university for a baccalaureate degree. If the University of Nevada, Reno is the intended transfer school, choose ONLY those courses that are printed in **BOLD/UNDERLINED** from the list below. Satisfactory completion of an AA degree guarantees completion of the lower division general education requirements at UNR, UNLV or NSC. Students intending to transfer to other schools should see a counselor or follow the catalog of the transfer school.

Courses with a "B" after the course number (such as MATH 100B or CS 109C) and courses with a number under 100 (such as ENG 95) are not applicable toward the Associate of Arts degree. All courses to be counted toward this degree must be university transferable.

A maximum of six credits of special topics classes in one subject area may apply toward any WNCC degree.

NOTE: Information on transfer to UNR is based on UNR requirements for the 2006-2007 school year. These requirements may change in subsequent years. See a WNCC counselor for the most up-to-date information.

*Emphases and areas of study offered at WNCC include:* Criminal Justice • Deaf Studies • Fine Arts • Musical Theatre

## ASSOCIATE OF ARTS DEGREE REQUIREMENTS

**DEGREE REQUIREMENTS** - Coursework must total at least 60 credits.

### ENGLISH/COMMUNICATIONS REQUIREMENTS

6-8 credits. WNCC and UNR:

- English **100 or 101, 102**

### FINE ARTS REQUIREMENT

3 credits.

WNCC and UNR: Choose from:

- Art **107\***, 124, **160, 224, 260, 261**
- Dance 101
- Graphic Communications **107\***
- Humanities **101**
- Music 111\*, **121, 123, 124, 221\***
- Theatre **100, 105\*, 180**

\* Course may not meet the Fine Arts requirement at all universities.

Please see a counselor.

### HUMANITIES REQUIREMENT

6 credits.

WNCC: Choose from:

- Core Humanities **201, 202**
- English 200, 223, **231, 232**, 235, 236, 241, 242, 243, 250, 252, 261, 266, 267, 271, 275
- History **105, 106**, 207, 247, 260, 275
- Humanities 210
- Philosophy (any course except 102, 105, 114)

UNR: Choose one course from each group:

Group A: **CH 201, ENG 231\***, **HIST 105\***, **PHIL 200\***

Group B: **CH 202, ENG 232\***, **HIST 106\***, **PHIL 207\***

\*These courses will not fulfill UNR's CH 201 and/or CH 202 requirement, if taken after the student has been admitted and enrolled at UNR.

### SCIENCE REQUIREMENT

6 credits.

WNCC: Choose from Group A and/or Group B. At least one lab science course recommended.

UNR: Choose from bolded courses, including at least one course from

Group A:

- Biology **100**, 113, **190, 191**, 223, 224, 251
- Chemistry **100**, 110, 111, **121, 122, 201, 202**, 220, 241, 242, 245
- Geology **100, 101, 103**, 102, 105, 127, 132, 201, 210
- Physics **100, 151, 152, 180, 181, 182**

Group B:

- Anthropology 102, **102 + 110L**
- Astronomy **109, 110**, 120
- Nutrition **121**, 223
- Environmental Studies **100**
- Geography **103**, 104

### MATHEMATICS REQUIREMENT

3 credits.

WNCC and UNR: Choose from:

- Mathematics **120**, 124, 126, 127, **126 & 127, 128, 176, 181, 182**, 253, 280, 283, 285
- Statistics 152

### SOCIAL SCIENCES REQUIREMENT

9 credits.

\* WNCC: Choose from the following list. Must include work in two or more

subject areas. UNR: Choose from bolded courses.

- Anthropology **101, 201, 202**, 205, 210, 212
- Core Humanities 203
- Criminal Justice 101, 102, 220, 230, 270
- Economics **102, 103**
- Geography **106**, 109
- History 101, 102, 111, 217, 281, 295
- Journalism 101
- Political Science 103, 105, 108, 116, **206**, 208, **231**, 285, 295, 299
- Psychology (any course except 210)
- Social Work 220
- Sociology (any course except 210)

\* Number of credits required may vary according to specific emphasis. See articulation agreement or counselor.

### U.S. AND NEVADA CONSTITUTION REQUIREMENTS

3 or 6 credits.

WNCC and UNR: Must meet both requirements.

Choose from:

- Core Humanities **203**
- History **111\*** or
- Political Science **103\*** or
- History **101\*** and History **102\*** or
- History **101\*** and History **217\*** or
- History **101\*** and Political Science **208\***

\*These courses will not fulfill UNR's CH 203 requirement, if taken after the student has been admitted and enrolled at UNR.

### EMPHASIS REQUIREMENTS, PROGRAM REQUIREMENTS, OR GENERAL ELECTIVES

21-24 credits. Students should utilize this area to take courses that meet requirements for their major at their intended transfer school. Those who have not yet selected a major may choose from among any university transferable courses to explore their options. Students planning to transfer to the University of Nevada, Reno should obtain a transfer handout from WNCC Counseling Services or the UNR Transfer Center.

# Associate of Science

## A Transfer Degree

The Associate of Science degree is designed to help students use the methods of observation, special analysis and logic by which we understand the mathematical, biological and physical nature of the world. The AS degree allows early choices for those planning a professional life in mathematics, science, engineering, medicine or agriculture.

The AS degree is primarily for the student who plans to transfer with junior standing to a four-year college or university for a baccalaureate degree. If the University of Nevada, Reno is the intended transfer school, choose **ONLY** those courses that are printed in **BOLD/UNDERLINED** from the list below. Satisfactory completion of an AS degree guarantees completion of the lower division general education requirements at UNR, UNLV or NSC. Students intending to transfer to other schools should see a counselor or follow the catalog of the transfer school.

Courses with a "B" after the course number (such as MATH 100B or CS 109C) and courses with a number under 100 (such as ENG 95) are not applicable toward this degree. All courses counted toward this degree must be university transferable.

A maximum of six credits of special topics classes in one subject area may apply toward any WNCC degree.

*NOTE: UNR transfer information is based on requirements for the 2005-2006 school year. These requirements may change in subsequent years. See a counselor for the most up-to-date information.*

*Students must select an emphasis to follow in obtaining the Associate of Science degree. Emphases and areas of study offered at WNCC include:*

- Biophysical Sciences
- Chemistry
- Computer Science
- Engineering Science
- Geosciences
- Mathematics
- Physics

## ASSOCIATE OF SCIENCE DEGREE REQUIREMENTS

**DEGREE REQUIREMENTS** - Coursework must total at least 60 credits.

### ENGLISH/COMMUNICATIONS REQUIREMENTS -

6-8 credits. WNCC and UNR:

- English **100 or 101, 102**

### FINE ARTS REQUIREMENT - 3 credits.

WNCC and UNR: Choose from:

- Art **107\***, 124, **160**, 224, **260, 261**
- Dance 101
- Graphic Communications **107\***
- Humanities **101**
- Music 111\*, **121, 123, 124, 221\***
- Theatre **100, 105\*, 180**

*\* Course may not meet the Fine Arts requirement at all universities.*

*Please see a counselor.*

### HUMANITIES REQUIREMENT - 6 credits.

WNCC: Choose from:

- Core Humanities **201, 202**
- English 200, 223, **231, 232**, 235, 236, 241, 242, 243, 250, 252, 261, 266, 267, 271, 275
- History **105, 106**, 207, 247, 260, 275
- Humanities 210
- Philosophy (any course except 102, 105, 114)

UNR: Choose one course from each group:

Group A: **CH 201, ENG 231\*, HIST 105\*, PHIL 200\***

Group B: **CH 202, ENG 232\*, HIST 106\*, PHIL 207\***

*\*These courses will not fulfill UNR's CH 201 and/or CH 202 requirement, if taken after the student has been admitted and enrolled at UNR.*

### SCIENCE REQUIREMENTS -

WNCC: Choose 12 credits for math emphasis only. Science requirements are already fulfilled for other emphases.

UNR: Choose 6 credits, with at least one course from Group A:

Group A:

- Biology **100, 190, 191**
- Chemistry **100, 121, 122, 201, 202**
- Geology **100, 101, 103**
- Geology **100, 101, 103**
- Physics

Group B:

- Anthropology 102, **102 + 110L**
- Astronomy **109, 110, 120**
- Environmental Studies **100**
- Geography **103, 104**

### MATHEMATICS REQUIREMENT - 6 credits.

WNCC: Choose only for geosciences emphasis. Math requirement already fulfilled for other emphases.

WNCC and UNR: Choose from:

- Mathematics 124, 126, 127, **126 & 127, 128, 176, 181, 182**, 253, 280, 283, 285
- Statistics 152

### SOCIAL SCIENCES REQUIREMENT - 6 credits.

WNCC: Choose from the following: UNR: Choose from bolded courses:

- Anthropology **101, 201, 202**, 205, 210, 212
- Core Humanities 203
- Criminal Justice 101, 102, 220, 230, 270
- Economics **102, 103**
- Geography **106, 109**
- History 101, 102, 111, 217, 281, 295
- Journalism 101
- Political Science 103, 105, 108, 116, **206**, 208, **231**, 285, 295, 299
- Psychology **101**, 102, 130, 206, 207, 208, 233, 234, 240, 241, 261, 290, 299
- Social Work 220
- Sociology **101**, 102, 202, 205, 240, 261, 275

### U.S. AND NEVADA CONSTITUTION REQUIREMENTS -

3 or 6 credits.

WNCC and UNR: Must meet both requirements.

Choose from:

- Core Humanities **203**
- History **101\*** and History **102\*** or
- History **111\*** or
- History **101\*** and History **217\*** or
- Political Science **103\*** or
- History **101\*** and Political Science **208\***

*\*These courses will not fulfill UNR's CH 203 requirement, if taken after the student has been admitted and enrolled at UNR.*

### EMPHASIS REQUIREMENTS, PROGRAM REQUIREMENTS, AND ELECTIVES

Number of credits varies according to emphasis. Students should utilize this area to take courses that meet requirements for their major at their intended transfer school. Those who have not yet selected a major may choose from among any university transferable courses to explore their options. Students planning to transfer to the University of Nevada, Reno should obtain a transfer handout from WNCC Counseling Services or the UNR Transfer Center.



## *Associate of Applied Science*

The Occupational Degree

### **Associate of Applied Sciences Degree Mission & Outcomes**

**MISSION** - The purpose of the Associate of Applied Science degree is to provide employment-related knowledge and skills necessary to succeed in a chosen field of study.

**STUDENT LEARNING OUTCOMES** - Students who complete Associate of Applied Science degree at WNCC are expected to demonstrate that they -

- have met the general education student learning outcomes.
- know the subject matter appropriate to the emphasis of the degree.
- have acquired skills and can perform tasks necessary for employment or career advancement.

The Associate of Applied Science degree is designed for those students who desire a two-year course of study and training in an occupational and/or technological career field. Although the AAS degree is not designed to be a transfer program, some of the courses will transfer to four-year colleges or universities. Those students who wish to transfer to a four-year school should consult a WNCC counselor. Coursework must total at least 60 credits.

Courses with a number under 100 (such as ENG 95) are not applicable toward an Associate of Applied Science degree at WNCC.

Courses with a "B" designator after the number (such as MATH 100B) are college level courses which may apply toward a WNCC degree but which may not transfer to UNR or UNLV. In some cases, these courses may transfer to other Nevada community colleges and Nevada State College or to other colleges and universities. See a WNCC counselor for the latest transfer information.

A maximum of six credits of special topics classes in one subject area may apply toward any WNCC degree.

To make decisions about specific emphases under the Associate of Applied Science degree, please refer to the academic programs pages or see a WNCC counselor.

**NOTE:** All Associate of Applied Science degree and certificate programs require completion of appropriate courses in computation, communication and human relations. Additionally, introductory courses in all applied science and technology as well as all allied health programs include instruction in safety, industrial safety and environmental awareness, as appropriate.

Students with previous occupational or practical experience may challenge certain course requirements and prerequisites. In some cases, required courses may be waived, allowing the student to proceed to coursework at the appropriate level. In other cases, challenge examinations may be arranged for which the student can receive academic credit and a "pass" grade for the course.

*Emphases and areas of study offered at WNCC include:*

- Accounting
- Accounting - Applied
- Automotive Mechanics
- Business - General Business
- Computer Networking Technology
- Construction Technology - Project Management
- Convergence Technology
- Criminal Justice
- Criminal Justice - Law Enforcement/Academy
- Drafting Technology - Architectural
- Drafting Technology - Civil
- Drafting Technology - Mechanical
- Early Childhood Education
- Electronics Technology
- Geographic Information Systems
- Graphic Communications
- Health Information Technology
- Machine Tool Technology
- Management
- Nursing
- Office Technology
- Paralegal Studies
- Real Estate
- Web Technology
- Welding Technology



## ASSOCIATE OF APPLIED SCIENCE DEGREE REQUIREMENTS

### CORE AND EMPHASIS REQUIREMENTS - A minimum of 36 credits.

#### ENGLISH/COMMUNICATIONS REQUIREMENTS - 6 credits.

*Must include a writing course.*

*Choose from the following:*

- Business 107, 108
- Communication 113, 215
- Criminal Justice 103
- English
- Journalism 201
- Reading
- Writing course (Business 108, English 100, 101, 102, or any other 200 level English class except ENG 258)

#### MATHEMATICS REQUIREMENT - 3 credits.

*Choose from the following:*

- Business 109B
- Economics 261, 262
- Mathematics
- Real Estate 102B
- Statistics 152

#### SCIENCE REQUIREMENT - 3 credits.

*Choose from the following:*

- Animal Science 110B
- Anthropology 102
- Astronomy 109, 110, 120
- Biology
- Chemistry
- Environmental Studies
- Geography 103, 104
- Geology
- Natural Resources 101
- Nutrition 121, 223
- Ornamental Horticulture 105B
- Physics
- Science

#### U.S. AND NEVADA CONSTITUTION REQUIREMENTS

*3 or 6 credits. Must meet both requirements.*

*Choose from the following:*

- Core Humanities 203
- History 111
- or Political Science 103
- or History 101 and History 102
- or History 101 and History 217
- or History 101 and Political Science 208

### HUMAN RELATIONS REQUIREMENT - 1-3 credits.

*Choose from the following:*

- Anthropology 101, 201, 205
- Business 110B, 287B
- Early Childhood Education 121
- Computer and Office Technology 131B
- Counseling and Personal Development 117, 129B
- Criminal Justice 270
- Human Development and Family Studies 201, 202
- Law 263
- Management 201, 212, 283
- Psychology (any course except PSY 210)
- Sociology (any course except SOC 210)

### HUMANITIES/SOCIAL SCIENCE REQUIREMENTS - 3 credits.

*Choose from either Humanities or Social Science areas:*

#### HUMANITIES AREA

- Art 107\*, 160, 124, 224, 260, 261
- Core Humanities 201, 202
- Dance 101
- English 200, 221, 223, 231, 232, 235, 236, 241, 242, 250, 258, 261, 266, 267, 271, 275
- History 105, 106, 207, 247, 260, 275
- Humanities 101, 210
- Music 111\*, 121, 123, 124, 221\*
- Philosophy (any course except 102, 105, 114)
- Theatre 100, 105, 180

*\* Course may not meet the Fine Arts requirement at all universities.*

*Please see a counselor.*

#### SOCIAL SCIENCES AREA

- Anthropology 101, 201, 202, 205, 210, 212
- Core Humanities 203
- Criminal Justice 101, 102, 120, 215, 220, 225, 226, 230, 270
- Economics 102, 103
- Geography 106, 109
- History 101, 102, 111, 217, 281, 295
- Journalism 101
- Political Science
- Psychology (any course except PSY 210)
- Social Work 220
- Sociology (any course except SOC 210)

### EMPHASIS REQUIREMENTS, PROGRAM REQUIREMENTS, AND GENERAL ELECTIVES

*Number of credits required may vary by emphasis.*

Some credits earned in non-traditional courses may be considered for elective credit and may require review in order to be applied to the AAS degree.

# Associate of General Studies

The Degree to Meet a Variety of Needs

## Associate of General Studies Degree Mission & Outcomes

**MISSION** - The purpose of the Associate of General Studies degree is to provide academic knowledge and skills for personal growth, professional advancement, and/or successful transfer.

**STUDENT LEARNING OUTCOMES** - Students who complete an Associate of General Studies degree at WNCC are expected to demonstrate that they -

- have met the general education student learning outcomes.
- know the subject matter appropriate to their fields of study.

The Associate of General Studies has increasingly been utilized by students who intend to transfer to four-year colleges and universities. Although it was not designed for transfer, it can be used for this purpose if courses are selected carefully. The majority of the courses chosen should transfer to fulfill core and major requirements.

It is recommended that anyone planning to attend the University of Nevada, Reno complete ENG 101 and 102, MATH 120 or a higher level math, and science/social science courses that fulfill UNR's core curriculum requirements. Any "B" course credits will need to be made up upon transfer.

Courses with a number under 100 (such as ENG 95) are not applicable toward an Associate of General Studies degree. Courses with a "B" designator after the number (such as MATH 100B) are college level courses which may apply toward a WNCC degree but will not transfer to UNR or UNLV. In some cases, these courses may transfer to other Nevada community colleges and Nevada State College or other colleges and universities. See a WNCC counselor for the latest transfer information.

## ASSOCIATE OF GENERAL STUDIES DEGREE REQUIREMENTS

**DEGREE REQUIREMENTS** - Coursework must total at least 60 credits.

**ENGLISH/COMMUNICATIONS REQUIREMENTS** - 6 credits.

Must include a three-credit writing course. Choose from the following:

- Business 107, 108
- Communication 113, 215
- Criminal Justice 103
- English
- Journalism 201
- Reading
- Writing course (Business 108, English 100, 101, 102, or any other 200 level English class except ENG 258)

**FINE ARTS AND HUMANITIES REQUIREMENTS** - 3 credits.

Choose from the following:

- American Sign Language
- Art
- Core Humanities 201, 202
- Crafts
- Dance 101
- English 190, 200, 223, 231, 232, 235, 236, 241, 242, 243, 250, 253, 258, 267, 271, 282, 297
- Foreign Language
- Graphic Communications
- History 105, 106, 207, 247, 260, 275
- Humanities 101, 210
- Music
- Philosophy (any course except 102, 105, 114)
- Theatre 100, 105, 180

**SCIENCE REQUIREMENT** - 3 credits.

Choose from:

- |                           |                                |
|---------------------------|--------------------------------|
| ◦ Animal Science 110B     | ◦ Geology                      |
| ◦ Anthropology 102        | ◦ Nutrition 121, 223           |
| ◦ Astronomy 109, 110, 120 | ◦ Natural Resources 101        |
| ◦ Biology                 | ◦ Ornamental Horticulture 105B |
| ◦ Chemistry               | ◦ Physics                      |
| ◦ Environmental Studies   | ◦ Science                      |
| ◦ Geography 103, 104      |                                |

**MATHEMATICS REQUIREMENT** - 3 credits.

Choose from the following:

- Business 109B
- Economics 261, 262
- Mathematics
- Real Estate 102B
- Statistics 152

**SOCIAL SCIENCES REQUIREMENT** - 3 credits.

Choose from the following:

- Anthropology 101, 201, 202, 205, 210, 212
- Core Humanities 203
- Criminal Justice
- Economics 102, 103
- Geography 106, 109
- History 101, 102, 111, 217, 281, 295
- Journalism 101
- Political Science
- Psychology (any course except 210)
- Social Work 220
- Sociology (any course except 210)

**U.S. AND NEVADA CONSTITUTION REQUIREMENTS** - 3 or 6 credits.

Must meet both requirements. Choose from the following:

- Core Humanities 203
- History 111, or Political Science 103, or History 101 & History 102, or History 101 & History 217, or History 101 & Political Science 208

**GENERAL ELECTIVES** - 36 or 39 credits.

Students may choose from any occupational or general education courses to be used as electives for this degree. Some non-traditional credit approved by Admissions and Records may be applicable to satisfy course requirements for occupational degrees, while other such credits may be used as electives for the AGS and AAS degrees only. Students planning to transfer to the University of Nevada, Reno should use the UNR core curriculum guide to satisfy general education requirements.



# Certificate of Achievement

For those desiring a shorter course of study, WNCC offers certificates of achievement in many occupational areas.

A minimum of 30 credits is required for any certificate of achievement, although the exact number of credits required may differ with particular subject matter.

Certificates are listed in alphabetical order in the Academic Programs section.

*Students may earn a certificate of achievement in the following areas:*

- Accounting Technician
- American Sign Language
- Automotive Mechanics
- Business
- Computer Technology - Cisco Systems
- Computer Technology - Computer Programming
- Computer Technology - Microcomputer/Network Technician
- Computer Technology - Network Administration
- Criminal Justice - Law Enforcement/Academy
- Criminal Justice - 9-1-1 Dispatch Telecommunications
- Customer Service
- Drafting Technology - Architectural
- Drafting Technology - Mechanical
- Early Childhood Education
- Electronics Technology
- Geographic Information Systems
- Graphic Communications
- Health Information Technology - Medical Coding
- Health Information Technology - Medical Transcription
- Health Information Technology - Medical Unit Clerk
- Machine Tool Technology
- Practical Nursing
- Retail Management
- Surgical Technology
- Welding Technology

## CERTIFICATE GENERAL EDUCATION REQUIREMENTS

All certificates include general education requirements which can be fulfilled from the following list of courses.

Courses with a number under 100 (such as ENG 95) are not applicable toward a certificate of achievement at WNCC.

Courses with a "B" designator after the number (such as MATH 100B) are college level courses which may apply toward a WNCC degree but which may not transfer to UNR or UNLV. In some cases, these courses may transfer to other Nevada community colleges and Nevada State College or to other colleges and universities. See a WNCC counselor for the latest transfer information.

## ENGLISH/COMMUNICATIONS REQUIREMENTS - 3 credits.

*Must include a writing course.*

*Choose from the following:*

- Business 107, 108
- Criminal Justice 103
- English
- Journalism 201
- Communication 113, 215
- Reading
- Writing course (Business 108, English 100, 101, 102, or any other 200 level English class except ENG 258)

## MATHEMATICS REQUIREMENT - 3 credits.

*Choose from the following:*

- Business 109B, 170
- Economics 261, 262
- Mathematics
- Real Estate 102B
- Statistics 152

## HUMAN RELATIONS REQUIREMENT - 1-3 credits.

*Choose from the following:*

- Anthropology 101, 201, 205
- Business 110B, 287B
- Computer and Office Technology 131
- Counseling and Personal Development 117, 129B
- Criminal Justice 270
- Early Childhood Education 121
- Human Development and Family Studies 201, 202
- Law 263
- Management 201, 212, 283
- Psychology (any course but PSY 210)
- Sociology (any course but SOC 210)

### Certificate of Achievement Mission & Outcomes

MISSION - The purpose of the Certificate of Achievement is to provide employment-related knowledge and skills.

STUDENT LEARNING OUTCOMES - Students who complete a Certificate of Achievement are expected to demonstrate that they -

1. know the subject matter appropriate to the emphasis of the certificate.
2. are able to do the following:
  - a. acquire the skills necessary for employment or career enhancement.
  - b. successfully represent themselves to a potential employer.
  - c. demonstrate effective communication and computational skills appropriate to the certificate area.
  - d. utilize appropriate resources for remaining current in the certificate area.
3. have developed an appreciation of the importance of social, ethical, legal and diversity issues.

# ACADEMIC DEGREES

## ACCOUNTING

### Associate of Applied Science in Business

#### Accounting Emphasis

The Accounting emphasis has been designed to enable students to establish, maintain and manage both manual and automated accounting systems. Students can also develop the necessary competencies to create and analyze information for managerial decision-making situations. In addition to this degree program, students who intend to become full-charge bookkeepers will also need experience in the field.

**SALARY** - \$39,800 - \$61,900/year (*middle range - Nevada*)

**CAREER OUTLOOK** - Average growth through 2012

**GOOD TO KNOW** - Four major accounting fields - public, management, government and internal auditing

#### DEGREE REQUIREMENTS – 60 credits

Business Core Requirements - 27 credits		Credits
ACC 201*	Financial Accounting	3
ACC 202	Managerial Accounting	3
BUS 101	Introduction to Business	3
or MGT 103	Small Business Management	
BUS 110B	Human Relations for Employment	3
or MGT 201	Principles of Management	
or MGT 212	Leadership & Human Relations	
or MGT 283	Introduction to Human Resources Management	
BUS 273	Business Law	3
COT 202	Introduction to Computer Applications	3
or IS 201	Computer Applications	
ECON 102	Principles of Microeconomics	3
ECON 103	Principles of Macroeconomics	3
IS 101	Introduction to Information Systems	3

\*ACC 135B and ACC 136B recommended prior to ACC 201

Emphasis Requirements* – 12 credits		Credits
ACC 203	Intermediate Accounting I	3
ACC 220	Microcomputer Accounting Systems	3

Choose 6 credits from the following:

ACC 105	Taxation for Individuals	3
ACC 180B	Payroll and Employee Benefit Accounting	3
ACC 199B	Special Topics in Accounting	3
ACC 204	Intermediate Accounting II	3
ACC 223B	Introduction to Quickbooks	3
ACC 251	Introduction to Auditing	3
ACC 261	Governmental Accounting	3
ACC 295B	Work Experience I	3
ACC 299B	Advanced Special Topics in Accounting	3
COT 262	Intermediate Spreadsheet Concepts	3

\*Students should consult counselor or instructor for information regarding sequence of accounting courses.

General Education Requirements* - 21 credits		Credits
English Communications courses (BUS 107 and BUS 108 are recommended; must include a writing course)		6
BUS 109B or higher level mathematics course		3
Science course		3
U.S./Nevada constitutions course		3
General electives		6

\*A list of courses fulfilling general education requirements is on page 8.

## APPLIED ACCOUNTING

### Associate of Applied Science in Business

#### Applied Accounting Emphasis

The Applied Accounting emphasis will provide students with an understanding of accounting. This area is designed for students who want to qualify for entry level bookkeeping positions.

**SALARY** - \$24,000 - \$33,500/year (*middle range - Nevada*)

**CAREER OUTLOOK** - Slower than average growth through 2012

**GOOD TO KNOW** - Employed in virtually every industry

#### DEGREE REQUIREMENTS – 60 credits

Business Core Requirements - 24 credits		Credits
ACC 135B	Bookkeeping I	3
ACC 136B	Bookkeeping II	3
BUS 101	Introduction to Business	3
or MGT 103	Small Business Management	
BUS 110B	Human Relations for Employment	3
or MGT 201	Principles of Management	
or MGT 212	Leadership and Human Relations	
or MGT 283	Introduction to Human Resources Management	
BUS 273	Business Law	3
COT 202	Introduction to Computer Applications	3
or IS 201	Computer Applications	
ECON 102	Principles of Microeconomics	3
or ECON 103	Principles of Macroeconomics	
IS 101	Introduction to Information Systems	3

Emphasis Requirements* – 15 credits		Credits
ACC 220	Microcomputer Accounting Systems	3

Choose 12 credits from the following:

ACC 105	Taxation for Individuals	3
ACC 180B	Payroll and Employee Benefit Accounting	3
ACC 199B	Special Topics in Accounting	3
ACC 201	Financial Accounting	3
ACC 202	Managerial Accounting	3
ACC 223B	Introduction to Quickbooks	3
ACC 251	Introduction to Auditing	3
ACC 261	Governmental Accounting	3
ACC 295B	Work Experience I	3
ACC 299B	Advanced Special Topics in Accounting	3
COT 262	Intermediate Spreadsheet Concepts	3

\*Students should consult counselor or instructor for information regarding sequence of accounting courses.

General Education Requirements* - 21 credits		Credits
English/ Communications courses (BUS 107 and BUS 108 recommended; must include a writing course)		6
BUS 109B or higher level mathematics course		3
Science course		3
U.S./Nevada constitutions course		3
General electives		6

\*A list of courses fulfilling general education requirements is on page 8.

# ACADEMIC DEGREES

## ACCOUNTING TECHNICIAN

### *Certificate of Achievement*

#### CERTIFICATE REQUIREMENTS – 30 credits

##### Subject Requirements - 21 credits

	Credits
ACC 135B Bookkeeping I	3
& ACC 136B Bookkeeping II	3
or ACC 201 Financial Accounting	
& ACC 202 Managerial Accounting	
ACC 220 Microcomputer Accounting Systems	3
BUS 110B Human Relations for Employment	3
or MGT 201 Principles of Management	
or MGT 212 Leadership and Human Relations	
or MGT 283 Introduction to Human Resources Management	
COT 202 Introduction to Computer Applications	3
or IS 201 Computer Applications	
IS 101 Introduction to Information Systems	3

Choose 3 credits from the following :

ACC 105 Taxation for Individuals	3
ACC 180B Payroll and Employee Benefit Accounting	3
ACC 198B Special Topics in Accounting	3
ACC 203 Intermediate Accounting I	3
ACC 223B Introduction to Quickbooks	3
ACC 251 Introduction to Auditing	3
ACC 261 Governmental Accounting	3
ACC 299B Advanced Special Topics in Accounting	3

#### General Education Requirements\* - 9 credits

	Credits
English/ Communications courses (BUS 107 and BUS 108 recommended; must include a writing course)	6
BUS 109B or higher level mathematics course	3

\*A list of courses fulfilling general education requirements is on page 10.

#### SUGGESTED COURSE SEQUENCE - Accounting Technician

First Semester	Completed	Second Semester	Completed
ACC 135B or 201	3 <input type="checkbox"/>	ACC 136B or 202	3 <input type="checkbox"/>
BUS 108 or ENG/COMM	3 <input type="checkbox"/>	ACC 220	3 <input type="checkbox"/>
BUS 109B or higher MATH	3 <input type="checkbox"/>	Accounting elective	3 <input type="checkbox"/>
IS 101	3 <input type="checkbox"/>	BUS 107 or ENG/COMM	3 <input type="checkbox"/>
MGT 201, 212, 283 or BUS 110B	3 <input type="checkbox"/>	COT 202 or IS 201	3 <input type="checkbox"/>

## AMERICAN SIGN LANGUAGE -

See Deaf Studies listing.

#### SUGGESTED COURSE SEQUENCE - Accounting

First Semester	Completed	Third Semester	Completed
ACC 201	3 <input type="checkbox"/>	ACC 203	3 <input type="checkbox"/>
BUS 108 or ENG/COMM	3 <input type="checkbox"/>	BUS 101 or MGT 103	3 <input type="checkbox"/>
BUS 109B or higher MATH	3 <input type="checkbox"/>	Accounting Elective	3 <input type="checkbox"/>
ECON 102	3 <input type="checkbox"/>	General Elective	3 <input type="checkbox"/>
IS 101	3 <input type="checkbox"/>	Science Elective	3 <input type="checkbox"/>
Second Semester		Fourth Semester	
ACC 202	3 <input type="checkbox"/>	BUS 273	3 <input type="checkbox"/>
ACC 220	3 <input type="checkbox"/>	MGT 201, 212, 283 or	
BUS 107 or other		COT 241	3 <input type="checkbox"/>
ENG/COMM	3 <input type="checkbox"/>	Accounting Elective	3 <input type="checkbox"/>
COT 202	3 <input type="checkbox"/>	General Elective	3 <input type="checkbox"/>
ECON 103	3 <input type="checkbox"/>	U.S./Nev Constitutions	3 <input type="checkbox"/>

#### SUGGESTED COURSE SEQUENCE - Applied Accounting

First Semester	Completed	Third Semester	Completed
ACC 135B	3 <input type="checkbox"/>	ACC 201	3 <input type="checkbox"/>
BUS 101 or MGT 103	3 <input type="checkbox"/>	ACC 220	3 <input type="checkbox"/>
BUS 108 or other		MGT 201, 212, 283 or	
ENG/COMM	3 <input type="checkbox"/>	COT 241	3 <input type="checkbox"/>
BUS 109B or higher MATH	3 <input type="checkbox"/>	Accounting Elective	3 <input type="checkbox"/>
IS 101	3 <input type="checkbox"/>	Science Elective	3 <input type="checkbox"/>
Second Semester		Fourth Semester	
ACC 136B	3 <input type="checkbox"/>	ACC 202	3 <input type="checkbox"/>
BUS 107 or other		BUS 273	3 <input type="checkbox"/>
ENG/COMM	3 <input type="checkbox"/>	Accounting Elective	3 <input type="checkbox"/>
COT 202	3 <input type="checkbox"/>	General Elective	3 <input type="checkbox"/>
COT 241, or		U.S./Nev Constitution	3 <input type="checkbox"/>
MGT 201, 212, 283	3 <input type="checkbox"/>		
ECON 102 or 103	3 <input type="checkbox"/>		





# ACADEMIC DEGREES

## AUTOMOTIVE MECHANICS

### Associate of Applied Science Program

The Automotive Mechanics program offers students an opportunity to acquire the necessary skills and technical theory for a successful career as an automotive mechanic. Individuals who are now employed in the automotive mechanics field will be able to upgrade their knowledge. Students obtaining this 60-credit associate degree will have completed courses of a very technical nature, chosen to complement each other and provide breadth and depth of diagnostic and repair skill abilities necessary to work in a service facility.

**SALARY** - \$28,200 - \$47,900/year (*middle range - Nevada*)

**CAREER OUTLOOK** - Average growth through 2012

**GOOD TO KNOW** - Mechanics can be certified in as many as eight service areas

### DEGREE REQUIREMENTS - 60 credits

#### Program Requirements - 36 credits

	Credits
AUTO 101B Introduction to General Mechanics	3
AUTO 111B Automotive Electricity	3
AUTO 130B Engine Reconditioning	3
AUTO 140B Automotive Brake Systems	3
AUTO 150B Steering & Suspension Systems	3
AUTO 160B Auto Air Conditioning & Heating	1-3
AUTO 210B Automatic Transmissions & Transaxles I	3
AUTO 220B Automotive Engine Performance I	3
AUTO 222B Automotive Computer Systems	3
AUTO 230B Advanced Engine Performance	3
Automotive or Technical courses	6

#### General Education Requirements\* - 24 credits

	Credits
English/Communications courses (Must include a writing course)	6
Human Relations course (BUS 110B recommended)	1-3
Humanities/Social Science course	3
Mathematics course	3
Science course	3
U.S./Nevada Constitutions course	3
Elective	3-5

\*A list of courses fulfilling general education requirements is on page 8.

## AUTOMOTIVE MECHANICS

### Certificate of Achievement

#### CERTIFICATE REQUIREMENTS - 30 credits

##### Subject Requirements - 18 credits

	Credits
AUTO 101B Introduction to General Mechanics	3
AUTO 111B Automotive Electricity	3
AUTO 140B Automotive Brake Systems	3
AUTO 150B Steering & Suspension Systems	3
AUTO 220B Automotive Engine Performance I	3
AUTO 230B Advanced Engine Performance	3

#### General Education Requirements - 12 credits\*

	Credits
English/Communications courses (Must include a writing course)	6
Human Relations course (BUS 110B recommended)	1
Mathematics course	3
Elective	2

\*A list of courses fulfilling general education requirements is on page 10.

### SUGGESTED COURSE SEQUENCE

First Semester	Completed	Third Semester	Completed
AUTO 101B	3 <input type="checkbox"/>	AUTO 140B	3 <input type="checkbox"/>
AUTO 130B	3 <input type="checkbox"/>	AUTO 220B	3 <input type="checkbox"/>
AUTO 210B	3 <input type="checkbox"/>	AUTO elective	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Elective	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
Second Semester		Fourth Semester	
AUTO 111B	1 <input type="checkbox"/>	AUTO 160B	3 <input type="checkbox"/>
AUTO 150B	3 <input type="checkbox"/>	AUTO 222B	3 <input type="checkbox"/>
AUTO 230B	3 <input type="checkbox"/>	AUTO elective	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	BUS 110B	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>

### Associate of Applied Science Degree Automotive Mechanics Mission & Outcomes

**MISSION** - The mission of the Associate of Applied Science in Automotive Mechanics is to provide employment-related knowledge and skills necessary to succeed in automotive field.

**STUDENT LEARNING OUTCOMES** - Students who complete an Associate of Applied Science in Automotive Mechanics are expected to:

- know the subject matter appropriate to the emphasis of the automotive field,
- acquire skills and perform tasks necessary for employment or career enhancement,
- present themselves effectively to a potential employer,
- utilize appropriate resources to remain current in the automotive field.



## ACADEMIC DEGREES

### BIOPHYSICAL SCIENCES

#### *Associate of Science Emphasis*

The Biophysical Sciences emphasis is designed to place students wishing to pursue studies in the fields of, but not limited to, biology, environmental studies, pre-health care and biochemistry, either as a university major or as preparation for a teaching career.

**SALARY** - \$42,500 - \$68,000/year (*middle range - Nevada*)

**CAREER OUTLOOK** - Faster than average growth through 2012

**GOOD TO KNOW** - For advancement, some fields require graduate degrees

#### DEGREE REQUIREMENTS - 62-63 credits

Emphasis Requirements - 38-39 credits		Credits
BIOL 190/L	Intro to Cell & Molecular Biology & Lab	4
BIOL 191/L	Intro to Organismal Biology & Lab	4
BIOL 208	Introduction to Human Genetics	3
CHEM 121	General Chemistry I	4
CHEM 122	General Chemistry II	4
CHEM 220	Introductory Organic Chemistry	4
MATH 181	Calculus I	4
STAT152	Introduction to Statistics	3
or MATH 182	Calculus II	or 4
PHYS 151	General Physics I	4
PHYS 152	General Physics II	4

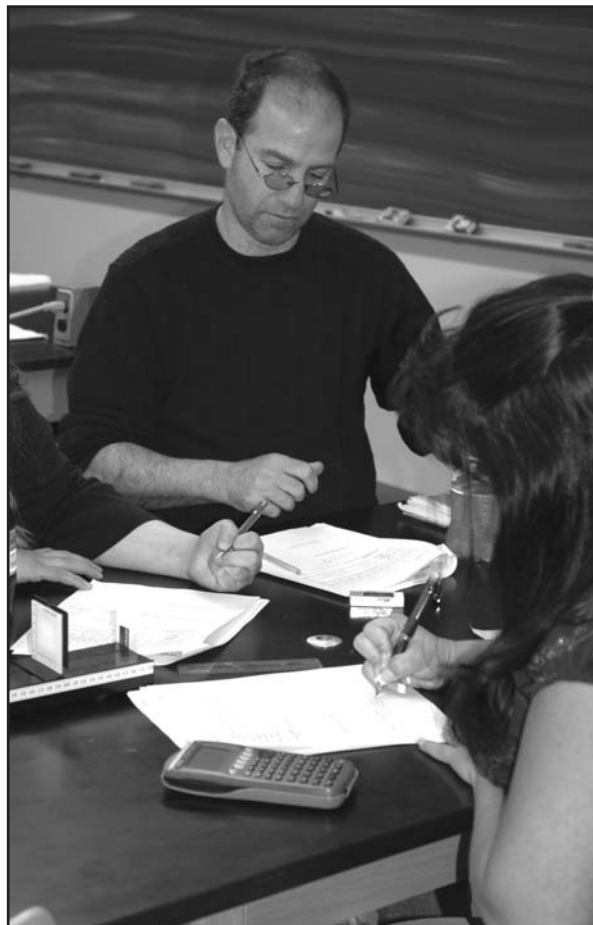
General Education Requirements* - 24 credits		Credits
English/Communications courses (Must include a writing course)		6
Fine Arts course		3
Humanities courses (CH 201 & CH 202 recommended)		6
Social Science courses		6
U.S./Nevada Constitutions course		3

\*A list of courses fulfilling general education requirements is on page 6.

NOTE: CAPS 122 is strongly recommended but not required for graduation. CHEM 201 & 202 are acceptable in lieu of CHEM 121 & 122. PHYS 180/180L and 181/181L are acceptable in lieu of PHYS 151 & 152. MATH 152 is required for a bachelor's degree in biology at University of Nevada, Reno. It is recommended that students pursuing other areas in science take MATH 182. BIOL 192 is acceptable in lieu of BIOL 190L and 191L.

#### SUGGESTED COURSE SEQUENCE

<i>First Semester</i>	Completed	<i>Third Semester</i>	Completed
BIOL 190/190L	4 <input type="checkbox"/>	Gen Ed courses	6 <input type="checkbox"/>
CHEM 121	4 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
English course	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	PHYS 151	4 <input type="checkbox"/>
MATH 181	4 <input type="checkbox"/>		
		<i>Fourth Semester</i>	
<i>Second Semester</i>		BIOL 208	3 <input type="checkbox"/>
BIOL 191/191L	4 <input type="checkbox"/>	CHEM 220	4 <input type="checkbox"/>
CHEM 122	4 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	PHYS 152	4 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>		
STAT 152 or MATH 182	3-4 <input type="checkbox"/>		



# ACADEMIC DEGREES

## BUSINESS PROGRAM

The Business Department at Western Nevada Community College provides students with the professional training necessary for careers in a variety of business fields and office environments. In the two-year program, which leads to an Associate of Applied Science degree, students may choose from several areas of study:

- Accounting
- Applied Accounting
- General Business
- Management
- Real Estate

One-year certificate programs are offered in the following Business areas for students desiring more basic skills:

- Accounting Technician
- Business
- Customer Service
- Retail Management

### Associate of Applied Science Degree in Business Mission & Outcomes

**MISSION** - The purpose of the Associate of Applied Science degree in business is to provide the knowledge and skills necessary to succeed in the current business environment.

**STUDENT LEARNING OUTCOMES** - Students who complete an Associate of Applied Science degree at WNCC are expected to demonstrate that they -

- have met the general education student learning outcomes.
- Know the subject matter appropriate to the emphasis of the degree.
- have developed managerial and personal skills essential to the current business environment.

## BUSINESS

### Certificate of Achievement

#### CERTIFICATE REQUIREMENTS – 30 credits

##### Subject Requirements -18 credits

	Credits
BUS 101 Introduction to Business	3
BUS 110B Human Relations for Employment	3

Choose 12 credits from the following areas with no more than 3 credits in any one area:

Accounting, Business, Computer and Office Technology, Economics, Finance, Information Systems, Insurance, Management, Marketing, or Real Estate.

##### General Education Requirements\* -12 credits

	Credits
English/ Communications courses (BUS 107 and BUS 108 recommended; must include a writing course)	6
BUS 109B or higher level mathematics course	3
General electives	3

\*A list of courses fulfilling general education requirements is on page 10.

## BUSINESS

### Associate of Applied Science General Business Emphasis

The General Business emphasis provides general knowledge and skills in the field of business. Students are encouraged to meet with a WNCC counselor to identify programs of study which best suit their career goals.

**SALARY** - Large range depending on size & type of organization. \$30,500 - \$81,500/year (*middle range - Nevada*)

**CAREER OUTLOOK** - Average growth through 2012

**GOOD TO KNOW** - Often includes hiring, training and supervising employees

#### DEGREE REQUIREMENTS - 60 credits

##### Business Core Requirements - 24 credits

	Credits
ACC 135B Bookkeeping I	3
& ACC 136B Bookkeeping II	3
or ACC 201 Financial Accounting	
& ACC 202 Managerial Accounting	
BUS 101 Introduction to Business	3
or MGT 103 Small Business Management	
BUS 110B Human Relations for Employment	3
or MGT 201 Principles of Management	
or MGT 212 Leadership and Human Relations	
or MGT 283 Introduction to Human Resources Management	
BUS 273 Business Law	3
COT 202 Introduction to Computer Applications	3
or IS 201 Computer Applications	
ECON 102 Principles of Microeconomics	3
or ECON 103 Principles of Macroeconomics	
IS 101 Introduction to Information Systems	3

##### Emphasis Requirements\* – 15 credits

Credits

Choose 15 credits from any of the following areas:

Accounting, Business, Computer and Office Technology, Economics, Finance, Information Systems, Insurance, Management, Marketing or Real Estate.

##### General Education Requirements\* - 21 credits

Credits

English/ Communications courses (BUS 107 and BUS 108 recommended; must include a writing course)	6
BUS 109B or higher level mathematics course	3
Science course	3
U.S./Nevada constitutions course	3
General electives	6

\*A list of courses fulfilling general education requirements is on page 8.

#### SUGGESTED COURSE SEQUENCE

First Semester	Completed	Third Semester	Completed
ACC 135B or 201	3 <input type="checkbox"/>	Business Elective	3 <input type="checkbox"/>
BUS 101 or MGT 103	3 <input type="checkbox"/>	COT 202	3 <input type="checkbox"/>
BUS 109B or MATH	3 <input type="checkbox"/>	MGT 201 or 212	3 <input type="checkbox"/>
BUS 107	3 <input type="checkbox"/>	Marketing Elective	3 <input type="checkbox"/>
Degree Elective	3 <input type="checkbox"/>	U.S./Nev Constitution	3 <input type="checkbox"/>
Second Semester		Fourth Semester	
ACC 136B or 202	3 <input type="checkbox"/>	COT Elective	3 <input type="checkbox"/>
BUS 273	3 <input type="checkbox"/>	Degree Elective	3 <input type="checkbox"/>
ECON 102 or 103	3 <input type="checkbox"/>	BUS 108	3 <input type="checkbox"/>
IS 101	3 <input type="checkbox"/>	Real Estate Elective	3 <input type="checkbox"/>
Science Elective	3 <input type="checkbox"/>	Degree Elective	3 <input type="checkbox"/>



# ACADEMIC DEGREES

## CHEMISTRY

### *Associate of Science Emphasis*

The Chemistry emphasis is designed to place students wishing to pursue studies in the fields of chemistry or geochemistry, either as a university major or as preparation for a teaching career.

**SALARY** - \$45,200 - \$72,500/year (*middle range - Nevada*)

**CAREER OUTLOOK** - Average growth through 2012

**GOOD TO KNOW** - For advancement, some fields require graduate degrees

#### DEGREE REQUIREMENTS - 60 credits

##### Emphasis Requirements - 36 credits

	Credits
BIOL 191/191L Intro to Organismal Biology & Lab	4
CHEM 121 General Chemistry I	4
CHEM 122 General Chemistry II	4
CHEM 241 Organic Chemistry I	3
CHEM 242 Organic Chemistry II	3
CHEM 245 Organic Chemistry Laboratory	2
MATH 181 Calculus I	4
MATH 182 Calculus II	4
PHYS 151 General Physics I	4
PHYS 152 General Physics II	4

##### General Education Requirements\* - 24 credits

	Credits
English/Communications courses (Must include a writing course)	6
Fine Arts course	3
Humanities courses (CH 201 & CH 202 recommended)	6
Social Science courses	6
U.S./Nevada Constitutions course	3

\*A list of courses fulfilling general education requirements is on page 6.

NOTE: CAPS 122 is strongly recommended but not required for graduation. CHEM 201 and 202 are acceptable in lieu of CHEM 121 and 122. PHYS 180/180L and 181/181L are acceptable in lieu of PHYS 151 & 152. GEOL 101/103 recommended in addition to the above for those pursuing a bachelor's degree in geochemistry.



#### SUGGESTED COURSE SEQUENCE

<i>First Semester</i>	Completed	<i>Third Semester</i>	Completed
BIOL 191/191L	4 <input type="checkbox"/>	CHEM 241	3 <input type="checkbox"/>
CHEM 121 (201)	4 <input type="checkbox"/>	Gen Ed courses	6 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
MATH 181	4 <input type="checkbox"/>	PHYS 151 (180/180L)	4 <input type="checkbox"/>
<i>Second Semester</i>		<i>Fourth Semester</i>	
CHEM 122 (202)	4 <input type="checkbox"/>	CHEM 242	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	CHEM 245	2 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Gen Ed courses	6 <input type="checkbox"/>
MATH 182	4 <input type="checkbox"/>	PHYS 152 (181/181L)	4 <input type="checkbox"/>

## ACADEMIC DEGREES

### COMPUTER SCIENCE

#### *Associate of Science Emphasis*

The Associate of Science degree in Computer Science will prepare students for transfer to a university, particularly the University of Nevada, Reno. It will provide students with a breadth of knowledge commonly accepted as necessary for a degree in the field of Computer Science. In addition, the degree core requirements also provide a depth of knowledge in several key areas of the computer science field, for students seeking entry-level employment in the growing field of computing and information sciences.

**SALARY** - \$43,100 - \$69,600/year (*middle range - Nevada*)

**CAREER OUTLOOK** - Much faster than average growth through 2012

**GOOD TO KNOW** - Bachelor's degree required for most systems analysts

#### DEGREE REQUIREMENTS – 63 credits

##### Emphasis Requirements – 39 credits

	Credits
CHEM 121 General Chemistry I	4
or CHEM 201 General Chemistry for Scientists and Engineers I	
CIT 130 Beginning Java	3
CIT 260 Systems Analysis and Design	3
CPE 201 Introduction to Computer Engineering	3
CS 135 Computer Science I	3
CS 202 Computer Science II	3
MATH 181 Calculus I	4
MATH 182 Calculus II	4
MATH 283 Calculus III	4
PHYS 180/180L Engineering Physics I with Lab	4
PHYS 181/181L Engineering Physics II with Lab	4

##### General Education Requirements\* - 24 credits

	Credits
English	6
Fine Arts Course	3
Humanities Courses	6
Social Sciences	6
U.S./Nevada Constitution	3

All courses required for this emphasis currently exist in the WNCC catalog.

\* A list of courses fulfilling general education requirements is on page 6.

#### SUGGESTED COURSE SEQUENCE - Computer Science

<i>First Semester</i>	Completed	<i>Third Semester</i>	Completed
CIT 130	3 <input type="checkbox"/>	CS135	3 <input type="checkbox"/>
Gen Ed courses	9 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
MATH 181	4 <input type="checkbox"/>	MATH 283	4 <input type="checkbox"/>
		PHYS 180/180L	4 <input type="checkbox"/>
<i>Second Semester</i>	Completed	<i>Fourth Semester</i>	Completed
CIT 260	3 <input type="checkbox"/>	Completed	
CHEM 121	4 <input type="checkbox"/>	CPE 201	3 <input type="checkbox"/>
Gen Ed courses	6 <input type="checkbox"/>	CS 202	3 <input type="checkbox"/>
MATH 182	4 <input type="checkbox"/>	Gen Ed courses	6 <input type="checkbox"/>
		PHYS 181/181L	4 <input type="checkbox"/>

#### Associate of Science Degree in Computer Science

##### Mission & Outcomes

**MISSION** - The purpose of the Associate of Science in Computer Science degree is to prepare students with the necessary skills for transfer to a four-year university, in particular, University of Nevada, Reno. The degree is designed in such a manner as to provide students who do not have plans to continue on to a four-year university, the ability to obtain entry-level employment in the growing field of computing and information science.

**STUDENT LEARNING OUTCOMES** - Students who complete programs in this academic area are expected to demonstrate that they -

Know:

- practices and procedures required for transfer to a four-year institution,
- entry-level skill set, and
- theoretical principles relevant to their field of study.

Are able to:

- test successfully on competencies required to pass rigorous academic examinations of their skill level,
- communicate effectively and appropriately, in oral and written form,
- locate, evaluate and properly utilize the tools and resources appropriate to a computer science professional,
- acquire skills and perform tasks necessary for academic advancement,
- demonstrate effective communication and computation skills appropriate to the chosen academic discipline, and
- demonstrate the ability to obtain requirements, design, implement, test, debug and maintain computer programs in at least two computer programming languages.

Appreciate and Value:

- appropriate and effective presentation of themselves to potential employers, and
- standards of social, ethical, legal, accessibility and diversity issues of their work environment.



# ACADEMIC DEGREES

## COMPUTER TECHNOLOGY PROGRAMS

WNCC's Computer Technology programs are designed to offer students access to the rapidly changing and growing opportunities in the computer and information technology career field.

The college offers five Associate of Applied Science degrees:

- Computer Networking Technology
  - Network Technology Management
  - Security & Information Assurance
- Convergence Technology
- Health Information Technology
- Office Technology
- Web Technology
  - Web Administration
  - Web Design
  - Web Programming

The college offers seven Certificates of Achievement:

- Cisco Systems
- Computer Programming
- Medical Coding
- Medical Transcription
- Medical Unit Clerk
- Microcomputer/Network Technician
- Network Administration

Students also have the opportunity to achieve industry certification through nationally available testing programs.

## COMPUTER TECHNOLOGY CISCO SYSTEMS *Certificate of Achievement*

**SALARY** - \$41,500 - \$64,200/year (*middle range - Nevada*)

**CAREER OUTLOOK** - Growth will be much faster than average through 2012

**GOOD TO KNOW** - WNCC is a Cisco Regional Academy

### CERTIFICATE REQUIREMENTS - 32-34 credits

Core Requirements - 6 credits		Credits
COT 202	Introduction to Computer Applications	3
CIT 260	System Analysis & Design I	3

### Subject Requirements - 16 credits

		Credits
CSCO 120B	Cisco Internetworking Academies I	4
CSCO 121B	Cisco Internetworking Academies II	4
CSCO 220B	Cisco Internetworking Academies III	4
CSCO 221B	Cisco Internetworking Academies IV	4

### General Education Requirements\* - 10-12 credits

		Credits
English/Communications courses	(Must include a writing course)	6
Human Relations course		1-3
Math course		3

\*A list of courses fulfilling general education requirements is on page 10.

### SUGGESTED COURSE SEQUENCE - Cisco Systems

First Semester	Completed	Second Semester	Completed
COT 202	3 <input type="checkbox"/>	CIT 260	3 <input type="checkbox"/>
CSCO 120B	4 <input type="checkbox"/>	CSCO 220B	4 <input type="checkbox"/>
CSCO 121B	4 <input type="checkbox"/>	CSCO 221B	4 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
Gen Ed course	1-3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>

## COMPUTER TECHNOLOGY COMPUTER PROGRAMMING *Certificate of Achievement*

**SALARY** - \$48,300 - \$76,300/year (*middle range - Nevada*)

**CAREER OUTLOOK** - Average growth through 2012

**GOOD TO KNOW** - Best to know more than one program language

### CERTIFICATE REQUIREMENTS - 30 credits

Core Requirements - 21 credits		Credits
CIT 130	Beginning Java	3
CIT 180	Database Concepts and SQL	3
CIT 260	Systems Analysis and Design	3
IS 101	Introduction to Information Systems	3

Choose 9 credits from the following:

CIT 132	Beginning Visual Basic	3
CIT 133	Beginning C++	3
CIT 230	Advanced Java	3
CIT 232	Advanced Visual Basic	3
CIT 233	Advanced C++	3
CS 135	Computer Science I **	3
CS 202	Computer Science II	3

### General Education Requirements - 9 credits

		Credits
English/Communications course	(Must include a writing course)	3
Mathematics course		3
Human Relations course		3

\*A list of courses fulfilling general education requirements is on page 10.

\*\*CS 135 prerequisite: (Math 126 and Math 127) or Math 128 or higher.

### SUGGESTED COURSE SEQUENCE - Computer Programming

First Semester	Completed	Second Semester	Completed
CIT 130	3 <input type="checkbox"/>	CIT 260	3 <input type="checkbox"/>
CIT 180	3 <input type="checkbox"/>	Gen Ed courses	6 <input type="checkbox"/>
Degree elective	3 <input type="checkbox"/>	Degree electives	6 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>		
IS 101	3 <input type="checkbox"/>		

### Certificate of Achievement in Computer Programming Mission & Outcomes

**MISSION** - The Certificate of Achievement in Computer Programming is designed to give students the tools to not only make them better computer programmers, but to make them attractive to employers who are seeking entry-level employees with computer programming skills.

**STUDENT LEARNING OUTCOMES** - Students who complete programs in this academic area are expected to demonstrate that they know:

- practices and procedures required for entry level employment, entry level skill set, and
- the theoretical principles relevant to computer information technology.

Are able to:

- test successfully on competencies required to pass industry certification exams,
- communicate effectively and appropriately, in oral and written form,
- locate, evaluate and properly utilize the tools and resources appropriate to a computer technology professional,
- acquire skills and perform tasks necessary for employment or career enhancement,
- demonstrate effective communication and computation skills appropriate to the field of computer information technology, and
- define a programming project scope, budget and schedule, then design, implement, test, debug, and maintain a software solution in at least two computer programming languages.

Appreciate and value:

- appropriate and effective presentation of themselves to potential employers, and standards of social, ethical, legal, accessibility, and diversity issues of their work environment.



## ACADEMIC DEGREES

### COMPUTER TECHNOLOGY MICROCOMPUTER/NETWORK TECHNICIAN

#### *Certificate of Achievement*

The Microcomputer/Network Technician certificate is designed to provide a student with the skills required of 'Help Desk' or computer support personnel.

**SALARY** - \$29,800 - \$51,700/year (*middle range - Nevada*)

**CAREER OUTLOOK** - Faster than average growth through 2012

**GOOD TO KNOW** - People & technical skills needed

#### **CERTIFICATE REQUIREMENTS - 33-35 credits**

##### **Core Requirements - 6 credits**

		Credits
COT 202	Introduction to Computer Applications	3
ET 102B	Basic DC Electronics	3

##### **Subject Requirements - 17 credits**

		Credits
CIT 110	A+ Hardware	3
CIT 111	A+ Software	3
CIT 112B	Network+	3
Choose 8 credits from:		
CIT 198B	Special Topics in CIT	4
CIT 211	Microsoft Networking I	4
CIT 212	Microsoft Networking II	4
CIT 213	Microsoft Networking III	4
CIT 214	Microsoft Networking IV	4
CIT 215	Microsoft Networking V	4-8

##### **General Education Requirements\* - 10-12 credits**

	Credits
English/Communications courses (Must include a writing course)	6
Math course	3
Human Relations course	1-3

\*A list of courses fulfilling general education requirements is on page 10.

#### **SUGGESTED COURSE SEQUENCE - Microcomputer/Network Technician**

<i>First Semester</i>	Completed	<i>Second Semester</i>	Completed
CIT 110	3 <input type="checkbox"/>	CIT 112B	3 <input type="checkbox"/>
CIT 111	3 <input type="checkbox"/>	CIT elective	4 <input type="checkbox"/>
CIT elective	4 <input type="checkbox"/>	COT 202	3 <input type="checkbox"/>
ET 102B	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
Gen Ed course	1-3 <input type="checkbox"/>		

### COMPUTER TECHNOLOGY NETWORK ADMINISTRATION

#### *Certificate of Achievement*

**SALARY** - \$43,300 - \$69,600/year (*middle range - Nevada*)

**CAREER OUTLOOK** - Faster than average growth through 2012

**GOOD TO KNOW** - Administrators design, install & support networks

#### **CERTIFICATE REQUIREMENTS - 32-34 credits**

##### **Core Requirements - 6 credits**

		Credits
CIT 260	System Analysis & Design I	3
COT 202	Introduction to Computer Applications	3

##### **Subject Requirements - 16 credits**

		Credits
CIT 211	Microsoft Networking I	4
CIT 212	Microsoft Networking II	4
Choose 8 credits from:		
CIT 213	Microsoft Networking III	4
CIT 214	Microsoft Networking IV	4
CIT 215	Microsoft Networking V	4-8

##### **General Education Requirements\* - 10-12 credits**

	Credits
English/Communications courses (Must include a writing course)	6
Human Relations course	1-3
Math course	3

\*A list of courses fulfilling general education requirements is on page 10.

#### **SUGGESTED COURSE SEQUENCE - Network Administration**

<i>First Semester</i>	Completed	<i>Second Semester</i>	Completed
CIT 211	4 <input type="checkbox"/>	CIT elective	4 <input type="checkbox"/>
CIT 212	4 <input type="checkbox"/>	CIT elective	4 <input type="checkbox"/>
COT 202	3 <input type="checkbox"/>	CIT 260	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
Gen Ed course	1-3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>

### MICROSOFT COURSES TO PREPARE FOR CERTIFICATION

Microsoft Certified Professionals (MCPs) stand apart from other IT personnel. They've demonstrated undeniable expertise with Microsoft products and platforms to colleagues, employers, and—most importantly—to themselves.

#### **Certification Tracks:**

**MCDST** - Microsoft Certified Desktop Support Technicians (MCDSTs) have the technical and customer service skills to troubleshoot hardware and software operation issues in Microsoft Windows environments. MCDST candidates are required to pass two independently administered exams. WNCC offers the preparatory course work as follows:

CIT 211	Microsoft Networking I	4
CIT 215	Microsoft Networking V	4

(TOPIC: Supporting & Troubleshooting Applications on Windows XP)

**MCSA** - Microsoft Certified Systems Administrators (MCSAs) administer network and systems environments based on the Microsoft Windows platforms. Specializations include MCSA: Messaging and MCSA: Security. MCSA candidates are required to pass four independently administered exams. WNCC offers the preparatory course work as follows:

CIT 211	Microsoft Networking I	4	CIT 213	Microsoft Networking III	4
CIT 212	Microsoft Networking II	4	CIT 215	Microsoft Networking V	4

**MCSE** - Microsoft Certified Systems Engineers (MCSEs) design and implement an infrastructure solution based on the Windows platform and Microsoft Windows Server System software. Specializations include MCSE: Messaging and MCSE: Security. MCSE candidates are required to pass seven independently administered exams. Three electives are required to complete Microsoft's MCSE certification, including one focused on design. WNCC offers the preparatory course work as follows:

CIT 211	Microsoft Networking I	4	CIT 215	Microsoft Networking V	4
CIT 212	Microsoft Networking II	4	CIT 215	Microsoft Networking V	4
CIT 213	Microsoft Networking III	4	CIT 215	Microsoft Networking V	4
CIT 214	Microsoft Networking IV	4			

# ACADEMIC DEGREES

## COMPUTER TECHNOLOGY COMPUTER NETWORKING TECHNOLOGY

### Associate of Applied Science Degree

The Computer Networking Technology program is designed for students seeking career skills in computer networking environments. Students choose one of three specializations to customize their program: Network Technology Management, Security and Information Assurance, or Transfer Option.

**SALARY** - \$42,300 - \$72,400/year (middle range - Nevada)

**CAREER OUTLOOK** - Much faster than average growth through 2012

**GOOD TO KNOW** - Businesses & government are investing heavily in "cyber-security"

### DEGREE REQUIREMENTS - 62 credits

#### Program Requirements - 41 credits

	Credits
CIT 161B Essentials of Information Security	3
CIT 211 Microsoft Networking I	4
CIT 212 Microsoft Networking II	4
CSCO 120B CISCO Internetworking Academies I	4
CSCO 121B CISCO Internetworking Academies II	4
IS 101 Introduction to Information Systems	3
Choose 3 credits from the following:	
CIT 201B Word Certification Preparation	1-3
or CIT 202B Excel Certification Preparation	1-3
or CIT 203B Access Certification Preparation	1-3
or CIT 204B PowerPoint Certification Preparation	1-3

#### Specialization Requirements - 16 credits

Choose 16 credits from one of the following three specializations:

##### Network Technology Management

CIT 260 Systems Analysis and Design	3
CSCO 130B Fundamentals of Wireless LANs FWL	4
MGT 212 Leadership and Human Relations	3
or MGT 283 Introduction to Human Resources Management	
Choose two of the following:	
CIT 180 Database Concepts and SQL	3
CIT 213 Microsoft Networking III	4
CIT 215 Microsoft Networking V	4
CIT 255 Web Server Administration I	3
CIT 256B Web Server Administration II	3
CSCO 220B CISCO Internetworking Academies III	4
CSCO 221B CISCO Internetworking Academies IV	4

##### Security and Information Assurance

STAT 152 Introduction to Statistics	3
Any one from the following: CA, CIT, COT, CSCO or IS course	1
Choose four courses from the following:	
CIT 173 Linux Installation and Configuration	3
CIT 264B Operating System Security	3
CIT 265B Infrastructure Security	3
CIT 266B Operational/Organizational Security	3
CIT 267B Communication Security	3
CIT 268B Cryptography	3

**Customized Option** - Students may take 16 credits in this option, depending upon the specialization or the requirements of the four-year transfer institution. Prior department approval required. More than 16 credits may be required.

#### General Education Requirements - 21 credits

	Credits
English/Communications courses	6
(Must include a writing course; ENG 107 recommended)	
Humanities/Social Science course	3
Human Relations course (MGT 201, MGT 212 or MGT 283 recommended)	3
Mathematics (MATH 126 or higher recommended)	3
Science course (PHYS 107B recommended)	3
U.S./Nevada Constitutions course	3

\*A list of courses fulfilling general education requirements is on page 8.

### SUGGESTED COURSE SEQUENCE - Network Technology Management Specialization

First Semester	Completed	Third Semester	Completed
CSCO 120B CCNA I	4 <input type="checkbox"/>	CIT 211 MSNW I	4 <input type="checkbox"/>
CSCO 121B CCNA II	4 <input type="checkbox"/>	CIT 212 MSNW II	4 <input type="checkbox"/>
IS 101	3 <input type="checkbox"/>	Degree elective	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>		
Second Semester		Fourth Semester	
CIT 201B - 204B	3 <input type="checkbox"/>	CIT 161B	3 <input type="checkbox"/>
CIT 260	3 <input type="checkbox"/>	MGT 212/283	3 <input type="checkbox"/>
CSCO 130B	4 <input type="checkbox"/>	Degree elective	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>

### SUGGESTED COURSE SEQUENCE - Security & Information Assurance Specialization

First Semester	Completed	Third Semester	Completed
CSCO 120B CCNA I	4 <input type="checkbox"/>	CIT 211 MSNW I	4 <input type="checkbox"/>
CSCO 121B CCNA II	4 <input type="checkbox"/>	CIT 212 MSNW II	4 <input type="checkbox"/>
IS 101	3 <input type="checkbox"/>	Degree elective	3 <input type="checkbox"/>
Degree elective	3 <input type="checkbox"/>	STAT 152	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Degree elective	1 <input type="checkbox"/>
Second Semester		Fourth Semester	
CIT 201B - 204B	3 <input type="checkbox"/>	CIT 161B	3 <input type="checkbox"/>
Degree elective	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
Degree elective	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>

### Associate of Applied Science Degree

#### Computer Networking Technology - Mission & Outcomes

The purpose of the Computer Networking Technology degree is to provide graduates with up-to-date training in the management of information resources, including computer and networking operations, infrastructure and information security.

**MISSION** - The purpose of the Associate of Applied Science degree is to provide employment-related knowledge and skills necessary to succeed in a chosen field of computer technology and/or applications study.

**STUDENT LEARNING OUTCOMES** - Students who complete programs in occupational areas are expected to demonstrate that they know:

- practices and procedures required for entry level employment,
- entry level skill set, and
- theoretical principles relevant to their emphasis.

#### Are able to:

- test successfully on competencies required to pass industry standard certification exams,
- communicate effectively and appropriately, in oral and written form,
- locate, evaluate and properly utilize the tools and resources appropriate to a computer technology professional,
- acquire skills and perform tasks necessary for employment or career enhancement,
- demonstrate effective communication and computation skills appropriate to the chosen occupational field.

#### Appreciate and value:

- appropriate and effective presentation of themselves to potential employers, and
- standards of social, ethical, legal, accessibility, and diversity issues of their work environment.

## ACADEMIC DEGREES

### CONSTRUCTION TECHNOLOGY PROGRAM

The Construction Technology program prepares students for entry and mid-level positions within the various construction industry disciplines. As construction technology students will possess a diversity of work experiences, skills and interests, the program accommodates a variety of study areas and competency levels to address student and industry needs.

The program offers instruction which is critical to preparing skilled employees in the following areas:

- Construction Project Management

The college also offers classes toward licensure in:

- Certified Inspector of Structures

#### Associate of Applied Science Degree in Construction Technology Mission & Outcomes

**MISSION** - The mission of the Associate of Applied Science degree in Construction Technology is to prepare students for entry level and mid-level positions within the various construction industry disciplines.

**STUDENT LEARNING OUTCOMES** - Expectations for students completing the Construction Technology curriculum are as follows:

##### Construction Project Management

- know the tasks, responsibilities, and industry standards of the various trades,
- understand the responsibilities of subcontractors, general contractors, superintendents, project managers, architects and engineers,
- demonstrates the ability to communicate with the above entities per industry standards,
- demonstrates the ability to produce a construction schedule,
- understands the implementation and coordination of a construction schedule,
- demonstrates the ability to write construction contracts per industry standards,
- demonstrates an understanding of construction law,
- Utilizes the various resources available to explore new construction methods and insure quality control,
- demonstrates the ability to favorably represent himself or herself to a potential employer.

##### Certified Inspector of Structures

- demonstrates an understanding of all components within a certified inspection,
- demonstrates the ability to conduct a certified inspection per NRS 645D,
- demonstrates the ability to produce a credible, professional report consistent with NRS 645D,
- successfully completes the State of Nevada examination for Certified Inspector of Structures-Residential.

### CONSTRUCTION TECHNOLOGY STATE OF NEVADA CERTIFIED INSPECTOR OF STRUCTURES

LICENSE REQUIREMENTS - 10 credits		Credits
CONS 260B	Certified Inspector of Structures - Residential	3
CONS 261B	Under-Floor Inspections for Certified Inspectors of Structures	1
CONS 262B	Above-Floor Inspections for Certified Inspectors of Structures	2
CONS 263B	Supervised Residential Inspections for Certified Inspectors of Structures	4

These licensing programs fulfill the minimum course requirements needed for licensure as a certified inspector of structures-residential.

#### INFORMATION

State of Nevada, Real Estate Division, or Bill Oney ..... 445-3353

### CONSTRUCTION TECHNOLOGY CONSTRUCTION PROJECT MANAGEMENT

#### *Associate of Applied Science Emphasis*

The Construction Project Management emphasis provides management training that addresses topics of critical importance to subcontractors, general contractors, superintendents and project managers. Students will study contract administration, coordination, negotiation, quality control and the management of labor resources, equipment and materials.

**SALARY** - \$61,000 - \$95,500/year (*middle range - Nevada*)

**CAREER OUTLOOK** - Average growth through 2012

**GOOD TO KNOW** - About 47 percent are self-employed

#### DEGREE REQUIREMENTS - 60 credits

Core Requirements - 14 credits		Credits
CONS 102B	Blueprint Reading & Specifications	3
CONS 108B	Construction Practices	3
CONS 112B	Construction Law	1
CONS 113B	Construction Site Safety	1
CONS 115B	Construction Estimating	3
CONS 117B	Introduction to Building Codes	3

Emphasis Requirements - 24 credits		Credits
CONS 114B	Soils, Sitework, Concrete and Testing	3
CONS 116B	Plumbing and HVAC Systems	2
CONS 118B	Bid Documents, Contracts & Negotiation	3
CONS 119B	Construction Surveying	2
CONS 204B	Construction Planning and Methods	3
CONS 216B	Structural Layout and Assembly	2
CONS 220B	Electrical Distribution Systems	2
CONS 221B	Regulatory Agencies	1
CONS 222B	Computer Applications	3
CONS 290B	Internship in Construction	3

General Education Requirements - 22 credits		Credits
English/Communications courses (BUS 107 and 108 recommended)		6
Human Relations course (BUS 110B recommended)		1-3
Humanities/Social Science course		3
Mathematics course (MATH 110B recommended)		3
Science course (PHYS 100 recommended)		3
U.S. and Nevada Constitution course		3
Electives		1-3

\*A list of courses fulfilling general education requirements is on page 8.

#### SUGGESTED COURSE SEQUENCE - Construction Project Management

First Semester	Completed	Third Semester	Completed
CONS 102B	3 <input type="checkbox"/>	CONS 116B	2 <input type="checkbox"/>
CONS 108B	3 <input type="checkbox"/>	CONS 118B	3 <input type="checkbox"/>
CONS 113B	1 <input type="checkbox"/>	CONS 119B	2 <input type="checkbox"/>
CONS 114B	3 <input type="checkbox"/>	CONS 220B	2 <input type="checkbox"/>
Gen Ed Course	3 <input type="checkbox"/>	CONS 221B	1 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Gen Ed courses	6 <input type="checkbox"/>
Second Semester		Fourth Semester	
CONS 112B	1 <input type="checkbox"/>	BUS 110B	1-3 <input type="checkbox"/>
CONS 115B	3 <input type="checkbox"/>	CONS 204B	3 <input type="checkbox"/>
CONS 117B	3 <input type="checkbox"/>	CONS 222B	3 <input type="checkbox"/>
CONS 216B	2 <input type="checkbox"/>	CONS 290B	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	General elective	1-3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>		

## ACADEMIC DEGREES

### CONVERGENCE TECHNOLOGY

#### Associate of Applied Science Degree Emphasis

The Convergence Technology degree is designed to prepare students with a breadth of knowledge in the primary areas of convergence: Data Networking, Telephony, and Convergence, with areas of focus in wireless LANs, VoIP (Voice over IP), network security, telephony and troubleshooting of converged networks. Convergence technology is the merging of voice, video and data on a single network, integrating telecommunications and computer technology in a way that opens powerful new avenues of communication.

**SALARY** - \$45,000 - \$75,000/year (*middle range - U.S.*)

**CAREER OUTLOOK** - High demand through 2012

**GOOD TO KNOW** - Technicians are a necessity for unified communications solutions for voice, data and video

#### DEGREE REQUIREMENTS – 64 credits

##### Core Requirements – 45 credits

		Credits
CSCO 120B	CISCO I	4
CSCO 121B	CISCO II	4
CSCO 130B	Fundamentals of Wireless LANs	3
CIT 129	Introduction to Programming	3
CIT 130	Beginning Java	3
or CIT 132	Beginning Visual Basic	
or CIT 133	Beginning C++	
CIT 161B	Fundamentals of Network Security	3
CIT 165B	Introduction to Convergence	3
CIT 265B	Advanced Convergence	3
ET 131B	Electronics I	4
ET 132B	Electronics II	4
ET 200B	Electronics Projects	3
ET 276B	Introduction to Telecommunications	4
ET 293B	Advanced Telecommunications	4

##### General Education Requirements - 19 credits

	Credits
English course (must include a writing course)	6
Math course	3
Social Sciences/Humanities course	3
Science course	3
U.S./Nevada Constitution course	3
Human Relations course	1

\* A list of courses fulfilling general education requirements is on page 8.

#### SUGGESTED COURSE SEQUENCE

First Semester	Completed	Third Semester	Completed
CSCO 120B	4 <input type="checkbox"/>	CIT 130, 132 or 133	3 <input type="checkbox"/>
CSCO 121B	4 <input type="checkbox"/>	CIT 165B	3 <input type="checkbox"/>
ET 131B	4 <input type="checkbox"/>	ET 276B	4 <input type="checkbox"/>
Gen Ed courses	4 <input type="checkbox"/>	Gen Ed courses	6 <input type="checkbox"/>
Second Semester		Fourth Semester	
CIT 129	3 <input type="checkbox"/>	CIT 265B	3 <input type="checkbox"/>
CIT 161B	3 <input type="checkbox"/>	CSCO 130B	3 <input type="checkbox"/>
ET 132B	4 <input type="checkbox"/>	ET 200B	3 <input type="checkbox"/>
Gen Ed courses	6 <input type="checkbox"/>	ET 293B	4 <input type="checkbox"/>
		Gen Ed course	3 <input type="checkbox"/>

#### Associate of Applied Science Degree

##### Convergence Technology Mission & Outcomes

**MISSION** - The purpose of the Associate of Applied Science degree is to provide employment-related knowledge and skills necessary to succeed in a chosen field of study.

**STUDENT LEARNING OUTCOMES** - Students who complete programs in occupational areas are expected to demonstrate that they know:

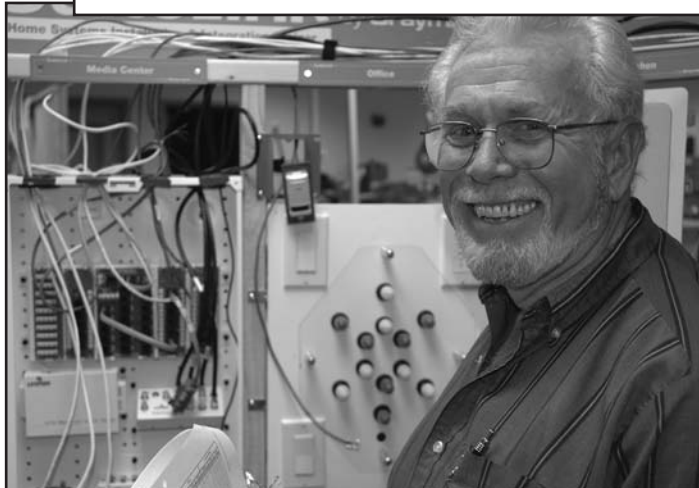
- the subject matter appropriate to the emphasis of the degree

Are able to:

- communicate effectively and appropriately, in oral and written form,
- locate, evaluate and properly utilize the tools and resources appropriate to a computer technology professional,
- acquire skills and perform tasks necessary for employment or career enhancement,

Have developed:

- an appreciation of the importance of social, ethical, legal and diversity issues
- an appreciation of the need and importance of lifelong learning





# ACADEMIC DEGREES

## CRIMINAL JUSTICE PROGRAM

WNCC offers associate degrees and certificates of achievement in the field of criminal justice. Two-year associate degrees include:

- Criminal Justice
- Criminal Justice Transfer Program
- Law Enforcement/Academy

### CRIMINAL JUSTICE

#### *Associate of Applied Science Program*

The Criminal Justice Associate of Applied Science degree prepares students for a career in Law Enforcement, whether it be Probation and Parole, Corrections, Juvenile Justice or Law Enforcement. With this degree, students will understand the basics of criminal law and law enforcement pertaining to each of these career areas.

NOTE: Students are **REQUIRED** to complete a POST certified course to become a law enforcement officer in Nevada. This degree does **NOT** take the place of that certification.

**SALARY** - \$36,400 - \$60,000/year (*middle range - Nevada*)

**CAREER OUTLOOK** - Faster than average growth through 2012  
**GOOD TO KNOW** - Must be physically fit; may work weekends, holidays & nights

#### DEGREE REQUIREMENTS - 60 credits

##### Core Requirements - 18 credits

	Credits
CRJ 101 Introduction to Criminal Justice I	3
CRJ 102 Introduction to Criminal Justice II	3
CRJ 164 Principles of Investigation	3
CRJ 220 Criminal Procedures	3
CRJ 230 Criminal Law	3
CRJ 270 Introduction to Criminology	3

##### Emphasis Requirement - 18 credits

##### Choose 9 credits from the following:

	Credits
CRJ 106 Introduction to Corrections	3
CRJ 155 Juvenile Justice System	3
CRJ 211 Police in America	3
CRJ 225 Criminal Evidence	3
CRJ 265 Introduction to Physical Evidence	3

##### Choose 9 credits from the following:

Any other Criminal Justice course except CRJ 110B	1-9
Any Psychology course except PSY 210	1-6
Any Sociology course except SOC 210	1-6
Any Foreign Language	3-6
Bus 107, 108	3-6
COM 113	3
COT 105, 113, 202 3	
CPD 116, 117	3
CRJ 295, 296, 297, 298	1-6
IS 101	3
MGT 201, 212, 235, 283	3-6
SW 220, 230	3-6

##### General Education Requirements\* - 24 credits

	Credits
English/Communications courses (must include a writing course: ENG 101 and 102 recommended)	6
Humanities course	3
Mathematics course	3
Science course	3
U.S./Nevada Constitution course	3
General electives	6

\*A list of courses fulfilling general education requirements is on page 8.

One-year certificate programs are offered in the following areas for students desiring more basic skills:

- 9-1-1 Dispatch Telecommunications
- Law Enforcement/Academy

Criminal Justice programs are listed alphabetically.

### CRIMINAL JUSTICE

#### *Associate of Arts Transfer Emphasis*

The Criminal Justice transfer emphasis is an Associate of Arts degree for students who are planning to transfer to the University of Nevada, Reno, the University of Nevada, Las Vegas, or any other four-year institution.

**SALARY** - \$46,600 - \$73,000/year (*middle range - Nevada*)

**CAREER OUTLOOK** - Depends on specialization; demand is strong for investigators & detectives

**GOOD TO KNOW** - Must enforce laws, gather facts & evidence; may also work with the public

#### DEGREE REQUIREMENTS - 60 credits

##### Core Requirements - 21-24 credits

	Credits
CRJ 101 Introduction to Criminal Justice I	3
CRJ 102 Introduction to Criminal Justice II	3
CRJ 106 Introduction to Corrections	3
or CRJ 211 Police in America	
CRJ 164 Principles of Investigation	3
CRJ 222 Criminal Law and Procedure	3
or	
CRJ 220 Criminal Procedures	
and	
CRJ 230 Criminal Law	3
CRJ 225 Criminal Evidence	3
CRJ 270 Introduction Criminology	3

##### General Education Requirements\* - 36-39 credits

	Credits
ENG 101 Composition I	3
ENG 102 Composition II	3
Fine Arts course	3
Humanities courses	6
Mathematics course	3
Science course	6
Social Science course	3
U.S./Nevada Constitutions course	3
Degree electives	6-9
(recommend Spanish courses (up to eight credits), ANTH 101, CPD 116, 117, PSY 101, PSY 233, PSY 234, PSY 280, SOC 101, SW 230)	

\*A list of courses fulfilling general education requirements is on page 5.

#### SUGGESTED COURSE SEQUENCE

##### Associate of Arts Transfer Emphasis

First Semester	Completed	Third Semester	Completed
CRJ 101	3 <input type="checkbox"/>	CRJ 225	3 <input type="checkbox"/>
CRJ 106 or CRJ 211	3 <input type="checkbox"/>	CRJ 270	3 <input type="checkbox"/>
ENG 101	3 <input type="checkbox"/>	Degree electives	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
Second Semester		Fourth Semester	
CRJ 102	3 <input type="checkbox"/>	CRJ 222	3 <input type="checkbox"/>
CRJ 164	3 <input type="checkbox"/>	Degree electives	3 <input type="checkbox"/>
Degree electives	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
ENG 102	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>

# ACADEMIC DEGREES

## CRIMINAL JUSTICE LAW ENFORCEMENT/ACADEMY

### *Associate of Applied Science Emphasis*

The Law Enforcement Academy emphasis is designed to prepare students for various careers within the field of criminal justice. In Nevada, a Category I and III Post Certificate is necessary for most local and state jobs in the criminal justice field. This major, with the Western Nevada State Peace Officer Academy as the emphasis, allows a student to go right into a criminal justice career in Nevada.

#### Other Important information:

Documentation and currency of health insurance (card) is required.

**SALARY** - \$46,100 - \$63,800/year (*middle range - Nevada*)

**CAREER OUTLOOK** - Faster than average growth through 2012

**GOOD TO KNOW** - Communication skills are important; may work weekends, holidays and nights

#### DEGREE REQUIREMENTS - 63.5 credits

##### Core Requirements - 18 credits

	Credits
CRJ 101 Introduction to Criminal Justice I	3
CRJ 102 Introduction to Criminal Justice II	3
CRJ 164 Principles of Criminal Investigation	3
CRJ 220 Criminal Procedures	3
CRJ 230 Criminal Law	3
CRJ 270 Introduction to Criminology	3

##### Emphasis Requirements - 33.5 credits

	Credits
CRJ 103 Communication within the Criminal Justice System	3
CRJ 266B Western Nevada State Peace Officer Academy**	27
EMS 100B BCLS/CPR Healthcare Provider	0.5
EMS 113B First Responder	3

\*\* Spring and summer classes that will fulfill the POST requirement.

##### General Education Requirements\* - 12 credits

	Credits
English writing course (ENG 101 recommended)	3
Mathematics course	3
Science course	3
U.S./Nevada Constitutions course	3

\*A list of courses fulfilling general education requirements is on page 8.

### SUGGESTED COURSE SEQUENCE

#### Associate of Applied Science - Law Enforcement/Academy

<i>First Semester</i>	Completed	<i>Third Semester</i>	Completed
CRJ 101	3 <input type="checkbox"/>	CRJ 230	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	CRJ 270	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
 <i>Second Semester</i>		 <i>Fourth Semester</i>	
CRJ 102	3 <input type="checkbox"/>	CRJ 103	3 <input type="checkbox"/>
CRJ 164	3 <input type="checkbox"/>	CRJ 226B	27 <input type="checkbox"/>
CRJ 220	3 <input type="checkbox"/>	EMS 100B	.5 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	EMS 100B	3 <input type="checkbox"/>

## CRIMINAL JUSTICE LAW ENFORCEMENT/ACADEMY

### *Certificate of Achievement*

#### CERTIFICATE REQUIREMENTS - 39.5 credits

##### Core Requirements - 33.5 credits.

	Credits
CRJ 103 Communication within the Criminal Justice System	3
CRJ 266B Western Nevada State Peace Officer Academy**	27
EMS 100B BCLS/CPR Healthcare Provider	0.5
EMS 113B First Responder	3

\*\* Spring and summer classes that will fulfill the POST requirement.

##### General Education Requirements\* - 6 credits

	Credits
English writing course (ENG 101 recommended)	3
Mathematics course	3

\*A list of courses fulfilling general education requirements is on page 10.

## CRIMINAL JUSTICE 9-1-1 DISPATCH TELECOMMUNICATIONS

### *Certificate of Achievement*

**SALARY** - \$37,200 - \$55,100/year (*middle range - Nevada*)

**CAREER OUTLOOK** - Average growth through 2012

**GOOD TO KNOW** - Bilingual dispatchers are in great demand

#### CERTIFICATE REQUIREMENTS - 31-33 credits

##### Core Requirements - 12 credits

	Credits
CRJ 260B 911-Dispatch Emergency Telecommunicator Academy	12

##### Subject Requirements - 9-10 credits

	Credits
CRJ 101 Introduction to Criminal Justice I	3
CRJ 102 Introduction to Criminal Justice II	3
SPAN 101B Conversational Spanish I	3
or	
SPAN 111 First Year Spanish I	4

##### General Education Requirements\* - 10-12 credits

	Credits
English Writing/Communication courses (Must include writing course)	6
Math course	3
Human Relations course	1-3

\* A list of courses fulfilling general education requirements is on page 10.



## ACADEMIC DEGREES

### CUSTOMER SERVICE

#### *Certificate of Achievement*

The Customer Service Certificate of Achievement supports student opportunities in careers which focus on the service industry. It is designed to develop vital skills for success in all facets of business and industry. Emphasis focuses on effective communication, problem solving and customer satisfaction.

**SALARY** - \$11,600 - \$34,100/year (*middle range - Nevada*)

**CAREER OUTLOOK** - Faster than average growth through 2012

**GOOD TO KNOW** - Positions are located throughout the country in various types of companies.

#### CERTIFICATE REQUIREMENTS - 30 credits

Subject Requirements - 15 credits		Credits
BUS 101	Introduction to Business	
or MGT103	Small Business Management	3
BUS 110B	Human Relations for Employment	
or MGT 212	Leadership & Human Relations	3
BUS 112B	Customer Service	3
BUS 113B	Workplace Attitude Development	1
BUS 114B	Effective Listening & First Impressions	1
BUS 115B	Workplace Time Management & Goal Setting	1
BUS 116B	Effective Telephone Techniques	1
BUS 118B	Resolving Customer Complaints	1
BUS 119B	Workplace Decision Making & Conflict Resolution	1

Choose 6 credits from the following classes:

ACC	Choose from any ACC prefix	3
BUS 286B	Developing Your Resume	1
BUS 287B	Interviewing Techniques	1
CIT, COT, IS	Choose from any CIT, COT or IS prefix	up to 1
MGT 201	Principles of Management	3
MGT 235	Organizational Behavior	3
MGT 283	Introduction to Human Resources Management	3
MKT	Choose from any MKT prefix	up to 6

#### General Education Requirements\* - 9 credits

English/Communications courses		Credits
BUS 107 & BUS 108 recommended (Must include a writing course)		6
BUS 109B or higher level mathematics course		3

\*A list of courses fulfilling general education requirements is on page 10.

### CUSTOMER SERVICE

#### *Certificate of Completion Options*

The Customer Service Certificates of Completion allow students to choose four, eight, or all 12 credits and earn certificates which document their efforts in this vital specialty area. Students also have the opportunity to expand on their experience and earn the 30-credit Certificate of Achievement.

Level One:	4 Credit Certificate
Level Two:	8 Credit Certificate
Level Three:	12 Credit Certificate

#### Choose from the following classes:

		Credits
BUS 110B	Human Relations for Employment	
or MGT 212	Leadership & Human Relations	3
BUS 112B	Customer Service	3
BUS 113B	Workplace Attitude Development	1
BUS 114B	Effective Listening & First Impressions	1
BUS 115B	Workplace Time Management & Goal Setting	1
BUS 116B	Effective Telephone Techniques	1
BUS 118B	Resolving Customer Complaints	1
BUS 119B	Workplace Decision Making & Conflict Resolution	1



# ACADEMIC DEGREES

## DEAF STUDIES

### Associate of Arts Emphasis

The Deaf Studies degree will prepare students for transfer to a bachelor's program/degree in Deaf Studies or a related academic field. Courses will help students develop knowledge about American Sign Language, cultural impacts related to being deaf or hard of hearing, and the state of Nevada statutory regulations which govern interpreting.

**SALARY** - \$27,400 - \$65,900/year (*middle range - Nevada*)

**CAREER OUTLOOK** - Faster than average growth through 2012

**GOOD TO KNOW** - Interpreters may be paid by the day, often by the courts or schools

### DEGREE REQUIREMENTS – 60 credits

#### Program Requirements – 24 credits

	Credits
AM 145 American Sign Language I	4
AM 146 American Sign Language II	4
AM 147 American Sign Language III	4
AM 148 American Sign Language IV	4
AM 151 Fingerspelling I	1
AM 152 Fingerspelling II	1
AM 153 Deaf Culture	3
AM 154 Deaf History	3

#### General Education Requirements\* – 36 credits

	Credits
ENG 101 and 102	6
Fine Arts course (THTR 105 is recommended)	3
Humanities courses	6
MATH 120 or higher	3
Science courses	6
Social Science courses	9
U.S./Nevada Constitutions course	3

\*A list of courses fulfilling general education requirements is on page 5.

### SUGGESTED COURSE SEQUENCE Associate of Applied Science - Deaf Studies

<i>First Semester</i>	Completed	<i>Third Semester</i>	Completed
AM 145	4 <input type="checkbox"/>	AM 147	4 <input type="checkbox"/>
General Education Course	3 <input type="checkbox"/>	AM 151	1 <input type="checkbox"/>
General Education Course	3 <input type="checkbox"/>	AM 153	3 <input type="checkbox"/>
General Education Course	3 <input type="checkbox"/>	General Education Course	3 <input type="checkbox"/>
General Education Course	3 <input type="checkbox"/>	General Education Course	3 <input type="checkbox"/>
<i>Second Semester</i>		<i>Fourth Semester</i>	
AM 146	4 <input type="checkbox"/>	AM 148	4 <input type="checkbox"/>
AM 154	3 <input type="checkbox"/>	AM 152	1 <input type="checkbox"/>
General Education Course	3 <input type="checkbox"/>	General Education Course	3 <input type="checkbox"/>
General Education Course	3 <input type="checkbox"/>	General Education Course	3 <input type="checkbox"/>
General Education Course	3 <input type="checkbox"/>	General Education Course	3 <input type="checkbox"/>

## AMERICAN SIGN LANGUAGE

### Certificate of Achievement

#### CERTIFICATE REQUIREMENTS – 30 credits

##### Subject Requirements – 18 credits

	Credits
AM 145 American Sign Language I	4
AM 146 American Sign Language II	4
AM 147 American Sign Language III	4
AM 148 American Sign Language IV	4
AM 151 Fingerspelling I	1
AM 152 Fingerspelling II	1

##### General Education Requirements\* – 12 credits

	Credits
English/Communications courses (Must include a writing course)	6
Human Relations course	3
Mathematics course	3

\*A list of courses fulfilling general education requirements is on page 10.

### SUGGESTED COURSE SEQUENCE - Certificate - Deaf Studies

<i>First Semester</i>	Completed	<i>Third Semester</i>	Completed
AM 145	4 <input type="checkbox"/>	AM 147	4 <input type="checkbox"/>
General Education Course	3 <input type="checkbox"/>	AM 151	1 <input type="checkbox"/>
		General Education Course	3 <input type="checkbox"/>
<i>Second Semester</i>	Completed	<i>Fourth Semester</i>	Completed
AM 146	4 <input type="checkbox"/>	AM 148	4 <input type="checkbox"/>
General Education Course	3 <input type="checkbox"/>	AM 152	1 <input type="checkbox"/>
		General Education Course	3 <input type="checkbox"/>





# ACADEMIC DEGREES

## DRAFTING TECHNOLOGY - ARCHITECTURAL

### *Associate of Applied Science Emphasis*

The Drafting Technology-Architectural emphasis is designed to concentrate course work in architecturally oriented subjects. Students will be taking several courses offered through the Construction Technology Program.

**SALARY** - \$37,300 - \$54,200/year (*middle range - Nevada*)

**CAREER OUTLOOK** - Depends on specialty - greatest demand is for architectural & civil drafters

**GOOD TO KNOW** - Specialize in drawing features of buildings & other structures

### DEGREE REQUIREMENTS - 60 credits

#### Core Requirements - 12 credits

	Credits
CADD 100 Introduction to Computer Aided Drafting	3
CADD 105 Intermediate Computer Aided Drafting	3
CADD 200 Advanced Computer Aided Drafting	3
DFT 100 Basic Drafting Principles	3

#### Emphasis Requirements - 24 credits

	Credits
CADD 120B Architectural Drafting I	3
CADD 225B Architectural Computer Aided Drafting	3
CONS 102B Blueprint Reading and Specifications	3
CONS 108B Construction Practices	3
CONS 117B Construction Practices	3

#### Capstone Course

CADD 210B CADD Project	3
or	
CADD 290B Internship in CADD	

#### Degree Electives

Choose 6 credits from the following:

CADD 198B Special Topics in CADD	3
CADD 210B CADD Project*	3
CADD 220B Architectural Drafting II	3
CADD 290B Internship in CADD*	3
CADD 295B Independent Study	3
CONS 112B Construction Law	1
CONS 114B Soils, Sitework, Concrete and Testing	3
CONS 115B Construction Estimating	3
CONS 118B Bid Documents, Contracts and Negotiation	3
CONS 124B Interior and Exterior Treatments	1
CONS 221B Regulatory Agencies	1
COT 204 Using Windows	3

\*May be taken only if not previously used to meet degree requirements.

#### General Education Requirements\* - 24 credits

	Credits
English/Communications courses (BUS 108 recommended)	6
Human Relations course (BUS 110B recommended)	3
Mathematics course (MATH 127 or higher)	3
Science course (Physics recommended)	3
Social Science / Humanities course	3
U.S. / Nevada Constitution course	3
Elective	3

\*A list of courses fulfilling general education requirements is on page 8.

## DRAFTING TECHNOLOGY - ARCHITECTURAL

### *Certificate of Achievement*

### CERTIFICATE REQUIREMENTS - 31 credits

#### Subject Requirements - 21 credits

	Credits
CADD 100 Introduction to Computer Aided Drafting	3
CADD 105 Intermediate Computer Aided Drafting	3
CADD 120B Architectural Drafting I	3
CADD electives	6
CONS 102B Blueprint Reading & Specifications	3
DFT 100 Basic Drafting Principles	3

#### General Education Requirements\* - 10 credits

	Credits
English/Communications courses	6
(BUS 108 is recommended; must include a writing course)	
Human Relations course	1
MATH 110B**, 127 or higher level math course, except STAT 152	3

\*A list of courses fulfilling general education requirements is on page 10.

\*\*MATH 110B does not fulfill the requirement for the Associate of Drafting Technology - Architectural Emphasis.

### SUGGESTED COURSE SEQUENCE

#### Associate of Applied Science - Drafting Technology - Architectural

<i>First Semester</i>	Completed	<i>Third Semester</i>	Completed
CADD 100	3 <input type="checkbox"/>	CADD 200	3 <input type="checkbox"/>
CADD 120B	3 <input type="checkbox"/>	CADD 225B	3 <input type="checkbox"/>
CONS 102B	3 <input type="checkbox"/>	Degree elective	3 <input type="checkbox"/>
DFT 100	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
<i>Second Semester</i>		<i>Fourth Semester</i>	
CADD 105	3 <input type="checkbox"/>	Capstone course	3 <input type="checkbox"/>
CONS 108B	3 <input type="checkbox"/>	CONS 117B	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Degree elective	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	General elective	3 <input type="checkbox"/>

## ACADEMIC DEGREES

### DRAFTING TECHNOLOGY - CIVIL

#### *Associate of Applied Science Emphasis*

The Drafting Technology Civil Drafting emphasis is designed to be concrete course work in civil drafting oriented subjects. Students will be taking several courses offered through the Construction Technology program.

**SALARY** - \$37,300 - \$54,200/year (*middle range - Nevada*)

**CAREER OUTLOOK** - Depends on speciality - greatest demand is for architectural & civil drafters

**GOOD TO KNOW** - Specialize in drawings & maps of highways, pipelines & water systems

#### DEGREE REQUIREMENTS - 61 credits

##### Core Requirements – 12 credits

	Credits
CADD 100 Intro to Computer Aided Drafting	3
CADD 105 Intermediate Computer Aided Drafting	3
CADD 200 Advanced Computer Aided Drafting	3
DFT 100 Basic Technical Drawing	3

##### Emphasis Requirements – 25 credits

	Credits
CADD 230B Civil Drafting I	3
CEE 140 Intro to Civil Engineering	2
CONS 102B Blueprinting Reading and Specifications (Civil)	3
CONS 114B Soils, Sitework, Concrete & Testing	3
CONS 119B Construction Surveying	2
SUR 266B Land Development I	3

##### Capstone Course

CADD 231B Civil Drafting II	3
or	
CADD 290B Internship in CADD	

##### Degree Electives

Choose 6 credits from the following:	Credits
CADD 210B CADD Project *	3
CADD 225B Architectural Computer Aided Drawing (CAD)	3
CADD 290B Internship in CADD *	3
CONS 112B Construction Law	1
CONS 115B Construction Estimating	3
CONS 118B Bid Documents, Contracts, & Negotiation	3
CONS 221B Regulatory Agencies	1
CONS 223B Advanced Sitework Estimating	3

\*May be taken only if not previously used to meet degree requirements.

##### General Education Requirements\* - 24 credits

	Credits
English/Communications courses	6
(BUS 108 recommended; must include a writing course)	
Human Relations course (BUS 110B recommended)	3
Mathematics course (MATH 127 or higher)	3
Science course (Physics recommended)	3
Social Science / Humanities course	3
U.S. / Nevada Constitution course	3
Elective	3

\*A list of courses fulfilling general education requirements is on page 8.

#### SUGGESTED COURSE SEQUENCE

<i>First Semester</i>	Completed	<i>Third Semester</i>	Completed
CADD 100	3 <input type="checkbox"/>	CADD 200	3 <input type="checkbox"/>
CEE 140	2 <input type="checkbox"/>	CONS 114B	3 <input type="checkbox"/>
DFT 100	3 <input type="checkbox"/>	Degree elective	3 <input type="checkbox"/>
Degree elective	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
		General elective	3 <input type="checkbox"/>
<i>Second Semester</i>		<i>Fourth Semester</i>	
CADD 105	3 <input type="checkbox"/>	Capstone course	3 <input type="checkbox"/>
CADD 230B	3 <input type="checkbox"/>	CONS 119B	2 <input type="checkbox"/>
CONS 102B	3 <input type="checkbox"/>	SUR 266B	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>



# ACADEMIC DEGREES

## DRAFTING TECHNOLOGY - MECHANICAL

### *Associate of Applied Science Emphasis*

The Drafting Technology-Mechanical emphasis is designed to concentrate course work in subjects related to manufacturing and machining.

**SALARY** - \$37,900 - \$53,700/year (*middle range - Nevada*)

**CAREER OUTLOOK** - Nationally, slow growth through 2012

**GOOD TO KNOW** - Most use computer-aided drafting (CAD) systems, but some still is done manually

### DEGREE REQUIREMENTS - 60 credits

#### Core Requirements - 12 credits

	Credits
CADD 100 Introduction to Computer Aided Drafting	3
CADD 105 Intermediate Computer Aided Drafting	3
CADD 200 Advanced Computer Aided Drafting	3
DFT 100 Basic Drafting Principles	3

#### Emphasis Requirements - 24 credits

	Credits
CADD 140 Technical Drafting I	3
CADD 141B Technical Drafting II	3
CADD 245 Solid Modeling and Parametric Design (Autodesk Inventor)	3
COT 204 Using Windows	3
DFT 110B Blueprint Reading for Industry	3

#### Capstone Course

CADD 210B CADD Project	3
or CADD 290B Internship in CADD	

#### Degree Electives

Choose 6 credits from the following:

	Credits
CADD 210B CADD Project *	3
CADD 242 Advanced Technical Drafting	3
CADD 260B Introduction to CAD/CAM	3
CADD 290B Internship in CADD*	
CADD 295B Independent Study	3
MTT 105B Machine Shop I	3

\*May be taken only if not previously used to meet degree requirements.

#### General Education Requirements\* - 24 credits

	Credits
English/Communications courses (BUS 108 is recommended)	6
Human Relations course (BUS 110B recommended)	3
Mathematics course (MATH 127 or higher)	3
Social Science / Humanities course	3
U.S. / Nevada Constitution course	3
Science course (Physics recommended)	3
Elective	3

\*A list of courses fulfilling general education requirements is on page 8.

## DRAFTING TECHNOLOGY - MECHANICAL

### *Certificate of Achievement*

#### CERTIFICATE REQUIREMENTS - 31 credits

##### Subject Requirements - 21 credits

	Credits
CADD 100 Introduction to Computer Aided Drafting	3
CADD 105 Intermediate Computer Aided Drafting	3
CADD 141B Technical Drafting II	3

CADD Electives	6
DFT 100 Basic Drafting Principles	3
DFT 110B Blueprint Reading for Industry	3

#### General Education Requirements\* - 10 credits

	Credits
English/Communications courses (BUS 108 is recommended; must include a writing course)	6
Human Relations course	1
MATH (110B**, 127 or higher level math course, except STAT152)	3

\*A list of courses fulfilling general education requirements is on page 10.

\*\*MATH 110B does not fulfill the requirement for the Associate of Applied Science in Drafting Technology - Mechanical Emphasis, which requires MATH 127 or higher.

### SUGGESTED COURSE SEQUENCE

#### Associate of Applied Science - Drafting Technology - Mechanical

<i>First Semester</i>	Completed	<i>Third Semester</i>	Completed
CADD 100	3 <input type="checkbox"/>	CADD 141B	3 <input type="checkbox"/>
COT 204	3 <input type="checkbox"/>	CADD 200	3 <input type="checkbox"/>
DFT 100	3 <input type="checkbox"/>	Degree elective	3 <input type="checkbox"/>
DFT 110B	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
<i>Second Semester</i>		<i>Fourth Semester</i>	
CADD 105	3 <input type="checkbox"/>	CADD 245	3 <input type="checkbox"/>
CADD 140	3 <input type="checkbox"/>	Capstone course	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Degree elective	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
MATH course	3 <input type="checkbox"/>	General elective	3 <input type="checkbox"/>

## ACADEMIC DEGREES

### EARLY CHILDHOOD EDUCATION

WNCC's Early Childhood Education program is an occupational preparation program which concentrates on the teaching skills needed to work with young children and parents. Students may earn an Early Childhood Education Certificate of Achievement or an Associate of Applied Science degree to help them gain employment in the child care or related field.

Some courses transfer to local colleges and universities, providing a "career ladder" opportunity for students who are seeking additional training for jobs in the care and education of infants, preschoolers and handicapped young children.

The curriculum includes experience with children to develop teaching skills; classes in human development and interpersonal relationships; and instruction on how to select, plan and present learning activities.

Successful completion of the Early Childhood Education certificate or associate degree is designed to qualify students for such employment opportunities as assistants, teachers and directors in child care centers; teachers and assistants in preschools; home day care providers and other child/family related careers.

#### Certificate of Achievement &

#### Associate of Applied Science Degree in

#### Early Childhood Education Mission & Outcomes

##### Certificate of Achievement

**MISSION** - The Early Childhood Education Certificate of Achievement will provide the academic knowledge and skills for employment in a variety of child care settings.

**STUDENT LEARNING OUTCOMES** - Upon completion of the Early Childhood Education certificate program, the student will be able to:

1. recognize and organize a physical environment that supports age appropriate development in young children.
2. plan and implement activities that meet the psychosocial, physical and cognitive needs of children in a child care setting.
3. develop strategies for maintaining a safe and healthy child care environment.

##### Associate of Applied Science

**MISSION** - The purpose of the Associate of Applied Science degree in Early Childhood Education is to provide academic knowledge and skill for employment in child care or pre-kindergarten programs and related family service fields. The degree will meet educational criteria for employment in publicly funded programs and prepare the student for possible transfer to other colleges and universities to meet higher educational and professional goals.

**STUDENT LEARNING OUTCOMES** - Students who complete the Associate of Applied Science degree in Early Childhood Education are expected to demonstrate that they:

- have met the general education student learning outcomes.
- Know the subject matter appropriate to Early Childhood Education.
- demonstrated leadership and supervisory skills.



## ACADEMIC DEGREES

### EARLY CHILDHOOD EDUCATION

#### *Associate of Applied Science Program*

The Early Childhood Education Associate of Applied Science degree provides the information, knowledge and skill training for persons caring for young children in a variety of child care facilities.

**SALARY** - \$17,300 - \$23,400/year (*middle range - Nevada*)

**CAREER OUTLOOK** - Faster than average growth through 2012

**GOOD TO KNOW** - Work hours often variable - full-time or part-time; potential to work from home

#### DEGREE REQUIREMENTS - 60 credits

##### Program Requirements - 36 credits

	Credits
COT 105 Computer Literacy	3
or COT 202 Intro to Computer Applications	
or IS 101 Intro to Information Systems	
ECE 121 Parent-Caregiver Relationships	1
ECE 122 Observation Skills	1
ECE 129 Environments for Infants/Toddlers	1
ECE 200 The Exceptional Child	3
ECE 204 Principles of Child Guidance	3
ECE 231 Preschool Practicum: Early Childhood Lab	6
ECE 240 Administration of the Preschool	3
ECE 250 Intro to Early Childhood Education	3
ECE 251 Curriculum in Early Childhood	3
HDFS 201 Lifespan Human Development	3

Choose 6 credits from the following:

Other related Early Childhood Education courses (ECE 123 and ECE 168 are recommended)	1-6
HDFS 202 Introduction to Families	3
HDFS 232 Diversity & Young Child/Multicultural Perspective	3
Psychology courses (except Statistical Methods)	1-3

#### General Education Requirements\* - 24 credits

	Credits
English/Communications courses	6
(Must include a writing course; BUS 108 is recommended)	
Humanities/Social Science course	3
Mathematics course (BUS 109B is recommended)	3
Science course (HEC 121 is recommended)	3
U.S./Nevada Constitutions course	3
Electives	6

\*A list of courses fulfilling general education requirements is on page 8.

### EARLY CHILDHOOD EDUCATION

#### *Certificate of Achievement*

#### CERTIFICATE REQUIREMENTS - 30 credits

The following courses may be taken in any sequence.

However, ECE 131 is a recommended prerequisite.

#### Subject Requirements - 21 credits

	Credits
ECE 121 Parent-Caregiver Relationships	1
ECE 122 Observation Skills	1
ECE 129 Environments for Infants/Toddlers	1
ECE 204 Principles of Child Guidance	3
ECE 231 Preschool Practicum: Early Childhood Lab	3
ECE 250 Intro to Early Childhood Education	3
ECE 251 Curriculum in Early Childhood	3
HDFS 201 Lifespan Human Development	3

Choose 3 credits from related courses in any of the following subject areas:

Early Childhood Education	1-3
Psychology	1-3
Human Development and Family Studies	1-3

#### General Education Requirements\* - 9 credits

	Credits
English/Communications courses	6
(Must include a writing course; BUS 108 is recommended)	
Mathematics course (BUS 109B is recommended)	3

\*A list of courses fulfilling general education requirements is on page 10.

#### SUGGESTED COURSE SEQUENCE

<i>First Semester</i>	Completed	<i>Third Semester</i>	Completed
ECE 121	1 <input type="checkbox"/>	ECE 204	3 <input type="checkbox"/>
ECE 122	1 <input type="checkbox"/>	ECE 231	6 <input type="checkbox"/>
ECE 129	1 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
ECE 250	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
HDFS 201	3 <input type="checkbox"/>		
English/Comm course	3 <input type="checkbox"/>	<i>Fourth Semester</i>	
General elective	3 <input type="checkbox"/>	COT 105, 202 or IS 101	3 <input type="checkbox"/>
		ECE 240	3 <input type="checkbox"/>
<i>Second Semester</i>		Degree elective	1 <input type="checkbox"/>
ECE 200	3 <input type="checkbox"/>	Degree elective	1 <input type="checkbox"/>
ECE 251	3 <input type="checkbox"/>	Degree elective	1 <input type="checkbox"/>
Degree elective	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	General elective	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>		

# ACADEMIC DEGREES

## ELECTRONICS TECHNOLOGY

### Associate of Applied Science Program

The Electronics Technology program is designed to train students in the specialized areas of electronics. Those now working in the electronics field will be able to upgrade their knowledge, while those wishing to enter the field may take advantage of a large selection of course offerings that will ensure a solid understanding of electronics.

**SALARY** - \$33,700 - \$56,400/year (*middle range - Nevada*)

**CAREER OUTLOOK** - Mixed, with some slowdown, but possibility of jobs created by Internet popularity

**GOOD TO KNOW** - May work with switchboards & other equipment, or in laboratories & offices

### DEGREE REQUIREMENTS - 60 credits

#### Program Requirements - 36 credits

	Credits
CIT 132 Beginning Visual Basic	3
or CIT 133 Beginning C++	
DFT 131 Introduction to Computer Aided Drafting	3
ET 131B Electronics I	4
ET 132B Electronics II	4
ET 134B Basic Troubleshooting	2
ET 172B Semi-Conductor Devices	4
ET 173B Advanced Troubleshooting	2
ET 280B Digital Electronics	4
ET 283B Microprocessors & Controllers	4
ET 291B Digital Troubleshooting	2

Choose 4 credits from the following:

ET 174B Circuit Simulation	2
ET 175B Circuit Simulation II	2
ET 200B Electronics Projects	5-6
ET 284B Microprocessors	4
ET 295B Work Experience I	1-4
PHYS 100 Introduction to Physics I (or higher)	3-4
Other related electronics courses	1-4

### General Education Requirements\* - 24 credits

	Credits
English/Communications courses (BUS 107 & 108 recommended; Must include a writing course)	6
Human Relations course (BUS 110B recommended)	1-3
Humanities/Social Science course	3
Math courses (MATH 126 or higher)	3
Science Course (Physics recommended)	3
U.S./Nevada Constitutions course	3
Electives	3-5

\*A list of courses fulfilling general education requirements is on page 8.

## ELECTRONICS TECHNOLOGY

### Certificate of Achievement

#### CERTIFICATE REQUIREMENTS - 30 credits

##### Subject Requirements - 23 credits

	Credits
DFT 131 Introduction to Computer Aided Drafting	3
ET 131B Electronics I	4
ET 132B Electronics II	4
ET 134B Basic Troubleshooting	2
ET 172B Semi-Conductor Devices	4
ET 173B Advanced Troubleshooting	2
ET 283B Microprocessors & Controllers	4

##### General Education Requirements\* - 7 credits

	Credits
English/Communications courses (BUS 108 recommended; writing course required)	3
Human Relations course (BUS 110B recommended)	1
Mathematics course (MATH 126 or higher)	3

\*A list of courses fulfilling general education requirements is on page 10.

### SUGGESTED COURSE SEQUENCE

<i>First Semester</i>	Completed	<i>Third Semester</i>	Completed
DFT 131	3 <input type="checkbox"/>	ET 134B	2 <input type="checkbox"/>
ET 131B	4 <input type="checkbox"/>	ET 291B	2 <input type="checkbox"/>
ET 132B	4 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
		Gen Ed course	3 <input type="checkbox"/>
<i>Second Semester</i>		General electives	0-2 <input type="checkbox"/>
CIT 132B or CIT 133	3 <input type="checkbox"/>		
ET 172B	4 <input type="checkbox"/>	<i>Fourth Semester</i>	
ET 280B	4 <input type="checkbox"/>	ET 173B	2 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	ET 283B	4 <input type="checkbox"/>
Gen Ed course	1-3 <input type="checkbox"/>	Degree electives	1-4 <input type="checkbox"/>
		Gen Ed course	3 <input type="checkbox"/>
		General electives	3 <input type="checkbox"/>



# ACADEMIC DEGREES

## ENGINEERING SCIENCE

### Associate of Science Emphasis

The Engineering Science degree program is designed for students planning to obtain a four-year engineering degree. Engineering is the practical application of scientific theory and principles, and this program develops a strong foundation in mathematics and physical science and provides an introduction to the fundamental aspects of engineering which are developed more thoroughly in the remaining two years of the baccalaureate program. Students who complete the associate degree can transfer to other colleges or universities in many engineering disciplines including civil, chemical, computer, electrical, geological, mechanical, metallurgical, mining, computer science, and engineering physics. All courses in the Engineering Science program are approved for direct transfer to the Mackey School of Earth Sciences and Engineering at the University of Nevada, Reno, and up to 64 WNCC credits may be directly applied toward a baccalaureate degree.

**SALARY** - \$54,400 - \$83,700/year (*middle range - Nevada*)

**CAREER OUTLOOK** - Slow to brisk, depending on field - computer engineering to see fastest growth

**GOOD TO KNOW** - Work with computers; often work in teams

### DEGREE REQUIREMENTS - 64 credits

#### Emphasis Requirements - 40 credits

		Credits
CHEM 121	General Chemistry I	4
CS 135	Computer Science I	3
MATH 181	Calculus I*	4
MATH 182	Calculus II	4
MATH 283	Calculus III	4
PHYS 180/180L*	Engineering Physics I*	4
PHYS 181/181L*	Engineering Physics II*	4

Choose 13 credits from the following:

CHEM 122	General Chemistry II	4
CPE 201	Introduction to Computer Engineering	4
CS 202	Computer Science II	3
EE 200	Network Analysis Laboratory	1
EE 201	Introduction to Network Analysis	3
EE 291	Computer Methods for Electrical Engineers	3
EE 296	Internship I	1
MATH 285	Differential Equations	3
ME 198	Cooperative Training Report	1
ME 241	Statics	3
ME 242	Dynamics	3
ME 298	Cooperative Training Report	1
METE 250	Elements of Material Science	3
PHYS 182/182L	Engineering Physics III	4

or higher

NOTE: CHEM 201 and 202 are acceptable in lieu of CHEM 121 and 122.

#### General Education Requirements\*- 24 credits

	Credits
English/Communications courses	6
Fine Arts course	3
Humanities courses	6
Social Science courses	6
U.S./Nevada Constitutions course	3

\*A list of courses fulfilling general education requirements is on page 6.

### SUGGESTED COURSE SEQUENCE

First Semester	Completed	Third Semester	Completed
CS 135	3 <input type="checkbox"/>	MATH 283	4 <input type="checkbox"/>
English course	3 <input type="checkbox"/>	Degree electives	6 <input type="checkbox"/>
MATH 181	4 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
PHYS 180 & 180L	4 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>		
Second Semester		Fourth Semester	
CHEM 121	4 <input type="checkbox"/>	Degree electives	7 <input type="checkbox"/>
English course	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
MATH 182	4 <input type="checkbox"/>	Gen Ed courses	6 <input type="checkbox"/>
PHYS 181 & 181L	4 <input type="checkbox"/>		

### Transfer Notes:

Electives: Students may be able to transfer up to 64 credits to the University of Nevada, Reno, toward requirements for a bachelor's degree in engineering, depending on the major chosen. Students pursuing the Computer Engineering track within Computer Science are advised to take EE 200 and EE 201 as electives. PHYS 182 is required for a bachelor's degree in Engineering Physics at UNR. CHEM 202 is required for a few of the majors leading to a bachelor's degree at the UNR School of Mines, including a bachelor's degree in Chemical Engineering and Metallurgical Engineering at UNR. Please consult the current UNR catalog or an advisor for the latest degree requirements.

For those planning to transfer to the College of Engineering at the University of Nevada, Reno, the following disciplines and electives are the most applicable:

- Civil Engineering: EE 201 (3), MATH 285(3), ME 241 (3), ME 242 (3), and maximum 3-4 credits from BIOL 190 (3), CHEM 122 (4), GEOL 101 (3), which will be transferred as restrictive electives.
- Environmental Engineering under Civil Engineering: ME 241 (3), CHEM 142 (3), CHEM 122 (4), BIOL 190 (3)
- Computer Science: CS 202 (3), CPE 201 (4), EE 201 (3), EE 200 (1), PHYS 182 (4), MATH 285 (3). PHYS and MATH will transfer as general electives.
- Computer Science with Computer Engineering Track: CS 202 (3), CPE 201 (4), EE 200 (1), EE 201 (3), and maximum four credits from MATH 285 (3) or PHYS 203 (4), which will transfer as general electives.
- Electrical Engineering: EE 200 (1), EE 201 (3), EE 231 (3), CPE 201 (4), EE 298 (1), MATH 285(3), ME 241 (3).
- Electrical Engineering with Computer Engineering Track: CS 202 (3), EE 200 (1), EE 201 (3), EE 231 (3), MATH 285(3), ME 241 (3).
- Mechanical Engineering: EE 200 (1), EE 201 (3), MATH 285(3), ME 241 (3), ME 242 (3), METE 250 (3).
- Engineering Physics: CHEM 202 (4), CS 202 (3), EE 201 (3), MATH 285(3), PHYS 182 (4).

**Note:** Most engineering courses are not offered every semester, so technical and non-technical electives should be scheduled to permit the student to enroll in those engineering courses which are most pertinent to his/her preferred discipline of engineering.

# ACADEMIC DEGREES

## FINE ARTS

### *Associate of Arts Emphasis*

The Associate of Arts degree in Fine Arts is designed to provide training in the breadth of skills required for many careers in the fine arts field as well as to satisfy many of the lower division requirements for the Bachelor of Arts and Bachelor of Fine Arts degrees at most four-year institutions.

**SALARY** - \$30,000 - \$68,100/year (*middle range - Nevada*)

**CAREER OUTLOOK** - Average growth through 2012

**GOOD TO KNOW** - Many fine artists are self-employed; some have graduate degrees

### DEGREE REQUIREMENTS – 60 credits

#### Program Requirements – 27 credits

	Credits
ART 100 Visual Foundations	
or ART 107 Design Fundamentals (2-D)	
or GRC 107 Design Fundamentals (2-D)	3
ART 101 Drawing I	3
ART 135 Photography I	
or *ART 141 Introduction to Digital Photography	
or *ART 243 Digital Imaging I	3
ART 160 Art Appreciation	3
*ART 298 Portfolio Emphasis	3

#### Select one 3 credit course from the following 2-D courses:

ART 231 Painting I	
or *ART 127 Watercolor I	
or ART 124 Beginning Printmaking	3

#### Select one 3 credit course from the following 3-D courses:

ART 216 Sculpture I	
or *ART 115 Beginning Clay Sculpture	
or ART 211 Ceramics I	3

#### Select 6 credits from the following:

ART 102 Drawing II	3
*ART 105 Color Theory	3
*ART 111 Introduction to Ceramics	3
*ART 115 Beginning Clay Sculpture	3
ART 124 Beginning Printmaking	3
*ART 127 Watercolor I	3
ART 135 Photography	3
*ART 141 Introduction to Digital Photography I	3
*ART 142 Introduction to Digital Photography II	3
ART 201 Life Drawing	3
*ART 208 Fiber Arts	3
ART 211 Ceramics I	3
ART 212 Ceramics II	3
ART 216 Sculpture I	3
ART 217 Sculpture II	3
*ART 218 Alternative Sculpture	3
ART 224 Intermediate Printmaking	3
*ART 227 Watercolor II	3
ART 231 Painting I	3
ART 232 Painting II	3
ART 235 Photography II	3
ART 236 Photography III	3
*ART 243 Digital Imaging I	3
*ART 244 Digital Imaging II	3
ART 260 Survey of Art History I	3
ART 261 Survey of Art History II	3

### General Education Requirements\*\* – 33 credits

	Credits
English/Communications courses	6
Humanities courses	6
Mathematics course	3
Science courses	6
Social Science courses	9
U.S. Nevada Constitutions course	3

\* Courses satisfy WNCC degree requirements but will not transfer directly to the University of Nevada, Reno as the same course. They may transfer as electives.

\*\* A list of courses fulfilling general education requirements is on page 5.

### SUGGESTED COURSE SEQUENCE

First Semester	Completed	Third Semester	Completed
ART 100 Visual Communications or		3-D Required Course	3 <input type="checkbox"/>
ART 107 Design Fundamentals	3 <input type="checkbox"/>	Photography Required Course	3 <input type="checkbox"/>
ART 101 Drawing I	3 <input type="checkbox"/>	General Education Course	3 <input type="checkbox"/>
General Education Course	3 <input type="checkbox"/>	General Education Course	3 <input type="checkbox"/>
General Education Course	3 <input type="checkbox"/>	General Education Course	3 <input type="checkbox"/>
General Education Course	3 <input type="checkbox"/>		
Second Semester		Fourth Semester	
2-D Required Course	3 <input type="checkbox"/>	Art Recommended Course	3 <input type="checkbox"/>
ART 160 Art Appreciation	3 <input type="checkbox"/>	Art Recommended Course	3 <input type="checkbox"/>
General Education Course	3 <input type="checkbox"/>	ART 298 Portfolio Emphasis	3 <input type="checkbox"/>
General Education Course	3 <input type="checkbox"/>	General Education Course	3 <input type="checkbox"/>
General Education Course	3 <input type="checkbox"/>	General Education Course	3 <input type="checkbox"/>





## ACADEMIC DEGREES

### GEOGRAPHIC INFORMATION SYSTEMS

#### *Associate of Applied Science Program*

WNCC's Geographic Information Systems (GIS) program offers students access to rapidly growing career tracks in agencies and industries using computer software packages to store and present information about resources, water, soils geography, land uses, development patterns, utilities and other mapping related functions of planning and management.

**SALARY** - \$27,600 - \$46,400/year (*middle range - Nevada*)

**CAREER OUTLOOK** - Faster than average growth through 2012

**GOOD TO KNOW** - Use analytic & technical skills; heavy computer use

#### DEGREE REQUIREMENTS - 60 credits

Program Requirements – 36 credits		Credits
GIS 109	Intro to GIS	3
GIS 110	Principles of Cartography	3
GIS 111	Intro to Remote Sensing	3
GIS 112	Intro to ArcInfo	3
GIS 170B	GIS Applications in Conservation Issues	1
GIS 171B	GIS Applications in Urban & Regional Planning	1
GIS 172B	Current Trends in GIS	1
GIS 205	GIS Applications	3
GIS 212	Intermediate ArcInfo	3
GIS 235	Spatial Analysis with GIS	3
GIS 250	GIS Database	3
GIS 270	GIS Extensions	3
GIS 280	Internship in GIS	3
GIS 290	Portfolios in GIS	3

General Education Requirements* - 24 credits		Credits
English/Communications courses		6
Human Relations course		1-3
Humanities/Social Science (GEOG 106 recommended)		3
MATH 126 or higher STAT 152 (STAT 152 recommended)		3
Science (GEOG 103 recommended)		3
U.S./Nevada Constitution		3
Electives		3-5

\*A list of courses fulfilling general education requirements is on page 8.

### GEOGRAPHIC INFORMATION SYSTEMS

#### *Certificate of Achievement*

#### CERTIFICATE REQUIREMENTS - 30 credits

Subject Requirements – 21 credits		Credits
GEOG 103	Physical Geography	3
GIS 109	Intro to GIS	3
GIS 110	Principles of Cartography	3
GIS 112	Intro to ArcView	3
GIS 205	GIS Applications	3
GIS 250	GIS Database	3
GIS 270	GIS Extensions	3

General Education Requirements* - 9 credits		Credits
English Writing Course		3
Human Relations (PSY recommended)		1-3
MATH 126 or higher or STAT 152		3
Electives		0-2

\*A list of courses fulfilling general education requirements on page 10.

#### SUGGESTED COURSE SEQUENCE

<i>First Semester</i>	Completed	<i>Third Semester</i>	Completed
GIS 109	3 <input type="checkbox"/>	GIS 171B	1 <input type="checkbox"/>
GIS 110	3 <input type="checkbox"/>	GIS 212	3 <input type="checkbox"/>
GIS 112	3 <input type="checkbox"/>	GIS 235	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	GIS 280	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
		Gen Ed course	1-3 <input type="checkbox"/>
<i>Second Semester</i>		<i>Fourth Semester</i>	
GIS 111	3 <input type="checkbox"/>	GIS 172B	1 <input type="checkbox"/>
GIS 170B	1 <input type="checkbox"/>	GIS 250	3 <input type="checkbox"/>
GIS 205	3 <input type="checkbox"/>	GIS 270	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	GIS 290	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Electives	3-5 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>		

# ACADEMIC DEGREES

## GEOSCIENCES

### Associate of Science Emphasis

The Geosciences emphasis is designed to provide a strong foundation in earth and physical sciences, and will prepare students for transfer into many disciplines, including geology, geography, environmental science, and science teaching. All courses in the Geosciences emphasis are approved for direct transfer to University of Nevada, Reno, and up to 64 WNCC credits may be directly applied toward a baccalaureate degree. Seek counseling to choose appropriate courses for your planned four-year major.

**SALARY** - \$51,500 - \$79,100/year (*middle range - Nevada*)

**CAREER OUTLOOK** - Average growth through 2012

**GOOD TO KNOW** - Often requires graduate degrees for career advancement

### DEGREE REQUIREMENTS - 60-62 credits

#### Emphasis Requirements – 30-32 credits

	Credits
GEOG 103 Physical Geography	3
GEOG 104 Physical Geography Laboratory	1
GEOG 106 Cultural Geography	3
GEOL 101 Physical Geology	3
or GEOL 100 Earthquakes and Volcanoes	
GEOL 103 Physical Geology Laboratory	1

#### Choose one course:

CHEM 100 Elementary Concepts of Chemistry	3
CHEM 121 (or CHEM 201) General Chemistry I (for Scientists/Engineers)	4
CHEM 122 (or CHEM 202) General Chemistry II (for Scientists/Engineers)	4

#### Choose one course:

BIOL 100 General Biology for Non-Majors	3
BIOL 190 Introduction to Cell Biology	3
BIOL 191 Introduction to Organismal Biology	3

#### Choose 12-13 credits from the following:

BIOL 190/L Intro to Cell & Molecular Biology Lab	1
BIOL 191/L Intro to Organismal Biology Lab	1
BIOL 192 Principles of Biological Investigation	2
ENV 100 Humans and The Environment	3
GEOG 117 Meteorology and Climatology	3
GEOL 102 Earth and Life Through Time	4
GEOL 127 Prehistoric Life	3
GEOL 132 Rocks and Minerals	3
GEOL 201 Geology of Nevada	3
GIS 109 Intro to Geographic Information Systems	3
GIS 205 GIS Applications	3
PHY 100 Introduction to Physics I	3
PHYS 151 General Physics I	4
or PHYS 180/180L Engineering Physics I	
PHYS 152 General Physics II	4
or PHYS 181/181L Engineering Physics II	

### SUGGESTED COURSE SEQUENCE

First Semester	Completed	Third Semester	Completed
CHEM 100 (121,122)	3 <input type="checkbox"/>	Emphasis Sciences	
ENG 101	3 <input type="checkbox"/>	(choose from)	6-7 <input type="checkbox"/>
GEOG 103	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
GEOG 104	1 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
GEOG 106	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>		
Second Semester		Fourth Semester	
BIOL 100 (190, 191)	3 <input type="checkbox"/>	Emphasis Sciences	
ENG 102	3 <input type="checkbox"/>	(choose from)	6-7 <input type="checkbox"/>
GEOL 101 (100)	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
GEOL 103	1 <input type="checkbox"/>	Degree elective	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>		
Gen Ed course	3 <input type="checkbox"/>		



General Education Requirements* - 30 credits	Credits
English 101	3
English 102	3
Fine Arts course	3
Humanities courses	6
Mathematics	6
Social Science course	3
U.S./Nevada Constitution course	3
Elective	3

Note: Students planning to transfer to UNR or another university are encouraged to select courses that fulfill core and major requirements, which will vary depending on major. Please consult the current UNR or appropriate university catalog or an advisor for degree requirements.

\*A list of courses fulfilling general education requirements is on page 6.

# ACADEMIC DEGREES

## GRAPHIC COMMUNICATIONS

### *Associate of Applied Science Program*

WNCC's Graphic Communications program is designed for students who want quick access to one of the career fields involving graphic arts and computer-aided design and layout.

**SALARY** - \$31,00 - \$50,400/year (*middle range - Nevada*)

**CAREER OUTLOOK** - Faster than average growth, due to expansion of the Internet & need for web page design

**GOOD TO KNOW** - Creativity is an important skill; more talented designers can earn more money; many graphic artists are self-employed

### DEGREE REQUIREMENTS - 63 credits

Program Requirements - 45 credits		Credits
ART 101	Drawing I	3
ART/GRC 107	Design Fundamentals	3
GRC 109	Color and Design	3
GRC 118	Computer Graphics/Print Media	3
GRC 119	Computer Graphics/Digital Media	3
GRC 144B	Electronic Layout and Typography	3
GRC 156	Computer Illustration	3
GRC 175	Web Design and Publishing I	3
GRC 183	Electronic Imaging	3
GRC 185	Computer Animation I	3
or GRC 188	Web Animation and Interactivity I	3
GRC 244B	Electronic Layout & Interactivity I	3
GRC 256B	Computer Illustration II	3
GRC 283B	Electronic Imaging II	3
GRC 294B	Professional Portfolio	3

### Program Electives - (choose 3 credits from the following)

ART 115	Beginning Clay Sculpture	3
ART 124	Beginning Printmaking	3
ART 127	Watercolor	3
ART 135	Photography I	3
ART 141	Introduction to Digital Photography	3
ART 160	Art Appreciation	3
ART 211	Ceramics I	3
ART 216	Sculpture	3
ART 231	Painting I	3
ART 260	Survey of Art History I	3
ART 261	Survey of Art History II	3

### General Education Requirements\* - 18 credits

		Credits
English/Communication courses		6
Human Relations course (PSY or SOC recommended)		3
Math course		3
Science course		3
U.S./Nevada Constitution course		3

\*A list of courses fulfilling general education requirements is on page 8.

## GRAPHIC COMMUNICATIONS

### *Certificate of Achievement*

### CERTIFICATE REQUIREMENTS - 30 credits

#### Subject Requirements - 21 credits

		Credits
ART/GRC 107	Design Fundamentals	3
GRC 118	Computer Graphics/Print Media	3
GRC 119	Computer Graphics/Digital Media	3
GRC 144B	Electronic Layout and Typography	3
GRC 156	Computer Illustration I	3
GRC 175	Web Design and Publishing I	3
GRC 183	Electronic Imaging	3

#### General Education Requirements\* - 9 credits

		Credits
English/Communications course		3
Human Relations course (PSY or SOC recommended)		3
Mathematics course		3

\*A list of courses fulfilling general education requirements is on page 10.

### SUGGESTED COURSE SEQUENCE

<i>First Semester</i>	Completed	<i>Third Semester</i>	Completed
ART/GRC 107	3 <input type="checkbox"/>	GRC 175	3 <input type="checkbox"/>
GRC 118	3 <input type="checkbox"/>	GRC 244B	3 <input type="checkbox"/>
GRC 119	3 <input type="checkbox"/>	GRC 256B	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
<i>Second Semester</i>		<i>Fourth Semester</i>	
ART 101	3 <input type="checkbox"/>	GRC 188	3 <input type="checkbox"/>
GRC 109	3 <input type="checkbox"/>	GRC 283B	3 <input type="checkbox"/>
GRC 144B	3 <input type="checkbox"/>	GRC 294B	3 <input type="checkbox"/>
GRC 156	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
GRC 183	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>

### Certificate of Achievement & Associate of Applied Science Degree in Graphic Communications Mission & Outcomes

#### Certificate of Achievement

MISSION - The purpose of the Graphic Communications Certificate of Achievement is to provide basic knowledge and skills necessary to enter the graphic communications field.

STUDENT LEARNING OUTCOMES - Graphic Communications certificate program graduates should acquire basic skills and perform tasks necessary for employment or career enhancement.

#### Associate of Applied Science

MISSION - The Associate of Applied Science degree in Graphic Communications will provide employment-related knowledge and skills necessary to succeed in the graphic communications field. The degree will meet educational criteria for employment and prepare the student for possible transfer to other colleges and universities to meet higher educational and professional goals.

STUDENT LEARNING OUTCOMES - Associate of Applied Science in Graphic Communications graduates are expected to research design problems, demonstrate technical skills, implement design concepts, work collaboratively and perform successful presentations.

## ACADEMIC DEGREES

### HEALTH INFORMATION TECHNOLOGY PROGRAM

A new program in Health Information Technology is being offered at WNCC. Health Information Technology combines a profession in health care with information technology. Health Information technicians maintain, collect, and analyze data crucial to the delivery of quality patient care. The HIT program offers individuals the opportunity to pursue a business-related career that is an essential part of the health care industry. WNCC offers the following certificates and degree:

- Associate of Applied Science Degree in Health Information Technology
- Certificate of Achievement in Medical Coding
- Certificate of Achievement in Medical Transcription
- Certificate of Achievement in Medical Unit Clerk

This program is also designed to prepare students for national certifications.

**INFORMATION.....775-445-4243**

### HEALTH INFORMATION TECHNOLOGY

#### *Associate of Applied Science Program*

WNCC's Health Information Technology program will provide students with the technical component of providing a variety of health information services, as well as general education requirements.

**SALARY** - \$24,600 - \$37,800/year (*middle range - Nevada*)

**CAREER OUTLOOK** - High demand through 2012

**GOOD TO KNOW** - Specialties include diagnosis & procedure coding & tumor registrars

#### **DEGREE REQUIREMENTS - 61 credits**

<b>Program Requirements - 41 credits</b>		<b>Credits</b>
COT 202	Introduction to Computer Applications	3
HIT 100B	Introduction to ICD-9-CM	2
HIT 101B	Current Procedural Terminology	3
HIT 105B	Healthcare Dynamics	2
HIT 117B	Medical Terminology I	1
HIT 118B	Language of Medicine	3
HIT 165B	Pathophysiology I	3
HIT 170B	Computers in Health Care	3
HIT 180B	Introduction to Health Information Management	3
HIT 201B	Classification Systems for Health Care Data	3
HIT 205B	Structure & Organization of Health Info Systems	3
HIT 206B	Clinical Applications I	3
HIT 207B	Health Information Management	3
HIT 210B	Coding Applications I	3
HIT 245B	Quality Improvement Techniques	3

#### **General Education Requirements\* - 20 credits**

		<b>Credits</b>
English/Communications course (BUS 107 is recommended)		3
ENG 101 Composition I		3
Humanities/Social Sciences course		3
Mathematics course		3
Science course (BIOL 200, BIOL 206 required)		5
U.S./Nevada Constitutions course		3

(Human Relations included in HIT 105B)

\*A list of courses fulfilling general education requirements is on page 8.

### HEALTH INFORMATION TECHNOLOGY MEDICAL CODING

#### *Certificate of Achievement*

#### **CERTIFICATE REQUIREMENTS - 34 credits**

<b>Subject Requirements - 28 credits</b>		<b>Credits</b>
BIOL 200	Elements of Human Anatomy & Physiology	3
BIOL 206	Microbial Foundations	2
COT 202	Introduction to Computer Applications	3
HIT 100B	Introduction to ICD-9-CM	2
HIT 101B	Current Procedural Terminology	3
HIT 105B	Healthcare Dynamics	2
HIT 117B	Medical Terminology I	1
HIT 118B	Language of Medicine	3
HIT 180B	Introduction to Health Information Management	3
HIT 201B	Classification Systems for Health Care Data	3
HIT 210B	Coding Applications I	3

#### **General Education Requirements\* - 6 credits**

		<b>Credits</b>
ENG 101	Composition I	3
	Mathematics course	3

(Human Relations included in HIT 105B)

\*A list of courses fulfilling general education requirements is on page 10.

#### **SUGGESTED COURSE SEQUENCE**

##### **Associate of Applied Science - Health Information Technology**

<i>First Semester</i>	<i>Completed</i>	<i>Third Semester</i>	<i>Completed</i>
BIOL 200	3 <input type="checkbox"/>	BIOL 206	2 <input type="checkbox"/>
COT 202	3 <input type="checkbox"/>	ENG 101	3 <input type="checkbox"/>
HIT 100B	2 <input type="checkbox"/>	HIT 165B	3 <input type="checkbox"/>
HIT 101B	3 <input type="checkbox"/>	HIT 205B	3 <input type="checkbox"/>
HIT 117B	1 <input type="checkbox"/>	HIT 207B	3 <input type="checkbox"/>
HIT 118B	3 <input type="checkbox"/>	HIT 245B	3 <input type="checkbox"/>
<i>Second Semester</i>		<i>Fourth Semester</i>	
HIT 105B	2 <input type="checkbox"/>	BUS 107	3 <input type="checkbox"/>
HIT 170B	3 <input type="checkbox"/>	HIT 206B	3 <input type="checkbox"/>
HIT 180B	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
HIT 201B	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
HIT 210B	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>

#### **Certificate of Achievement &**

#### **Associate of Applied Science Degree in**

#### **Health Information Technology Mission & Outcomes**

**MISSION** - The purpose of the Associate of Applied Science degree is to provide employment-related knowledge and skills necessary to succeed in a chosen field of study.

**STUDENT LEARNING OUTCOMES** - Students who complete programs in occupational areas are expected to demonstrate that they -

Know:

- the subject matter appropriate to the emphasis of the degree

Are able to:

- acquire skills and perform tasks necessary for employment or career enhancement
- present themselves effectively to a potential employer
- demonstrate effective communication skills appropriate to the chosen occupational field
- utilize appropriate resources to remain current in the chosen occupational field

Have developed:

- an appreciation of the importance of social, ethical, legal and diversity issues.



**ACADEMIC DEGREES****HEALTH INFORMATION TECHNOLOGY****MEDICAL TRANSCRIPTION***Certificate of Achievement***CERTIFICATE REQUIREMENTS - 34 credits****Subject Requirements – 28 credits**

		<b>Credits</b>
BIOL 200	Elements of Human Anatomy & Physiology	3
BIOL 206	Microbial Foundations	2
COT 116B	Medical Filing	2
COT 150B	Introduction to WordPerfect	3
or		
COT 151B	Introduction to Microsoft Word	
COT 202	Introduction to Computer Applications	3
COT 216	Intermediate Word Processing	3
HIT 105B	Healthcare Dynamics	2
HIT 117B	Medical Terminology I	1
HIT 118B	Language of Medicine	3
HIT 120B	Medical Transcription I	3
HIT 121B	Medical Transcription II	3

**General Education Requirements\* – 6 credits**

		<b>Credits</b>
ENG 101	Composition I	3
Mathematics course		3

(Human Relations included in HIT 105B)

\*A list of courses fulfilling general education requirements is on page 10.

**HEALTH INFORMATION TECHNOLOGY****MEDICAL UNIT CLERK***Certificate of Achievement***CERTIFICATE REQUIREMENTS - 34 credits****Subject Requirements – 28 credits**

		<b>Credits</b>
BIOL 200	Elements of Human Anatomy & Physiology	3
BIOL 206	Microbial Foundations	2
COT 116B	Medical Filing	2
COT 150B	Introduction to WordPerfect	3
or		
COT 151B	Introduction to Microsoft Word	
COT 202	Introduction to Computer Applications	3
COT 216	Intermediate Word Processing	3
HIT 105B	Healthcare Dynamics	2
HIT 117B	Medical Terminology I	1
HIT 118B	Language of Medicine	3
HIT 180B	Introduction to Health Information Management	3
HIT 206B	Clinical Applications I	3

**General Education Requirements\* – 6 credits**

		<b>Credits</b>
ENG 101	Composition I	3
Mathematics course		3

(Human Relations included in HIT 105B)

\*A list of courses fulfilling general education requirements is on page 10.

**SUGGESTED COURSE SEQUENCE-Medical Transcription**

<i>First Semester</i>	Completed	<i>Second Semester</i>	Completed
BIOL 200	3 <input type="checkbox"/>	BIOL 206	2 <input type="checkbox"/>
COT 150B or COT 151B	3 <input type="checkbox"/>	COT 116B	2 <input type="checkbox"/>
ENG 101	3 <input type="checkbox"/>	COT 202	3 <input type="checkbox"/>
HIT 117B	1 <input type="checkbox"/>	COT 216	3 <input type="checkbox"/>
HIT 118B	3 <input type="checkbox"/>	HIT 105B	2 <input type="checkbox"/>
Math course	3 <input type="checkbox"/>	HIT 120B	3 <input type="checkbox"/>
		HIT 121B	3 <input type="checkbox"/>

**SUGGESTED COURSE SEQUENCE-Medical Unit Clerk**

<i>First Semester</i>	Completed	<i>Second Semester</i>	Completed
BIOL 200	3 <input type="checkbox"/>	BIOL 206	2 <input type="checkbox"/>
COT 116B	2 <input type="checkbox"/>	COT 202	3 <input type="checkbox"/>
COT 150B		COT 216	3 <input type="checkbox"/>
or COT 151B	3 <input type="checkbox"/>	HIT 180B	3 <input type="checkbox"/>
ENG 101	3 <input type="checkbox"/>	HIT 206B	3 <input type="checkbox"/>
HIT 105B	2 <input type="checkbox"/>	Math course	3 <input type="checkbox"/>
HIT 117B	1 <input type="checkbox"/>		
HIT 118B	3 <input type="checkbox"/>		

**SUGGESTED COURSE SEQUENCE-Medical Coding**

<i>First Semester</i>	Completed	<i>Second Semester</i>	Completed
BIOL 200	3 <input type="checkbox"/>	BIOL 206	2 <input type="checkbox"/>
COT 202	3 <input type="checkbox"/>	ENG 101	3 <input type="checkbox"/>
HIT 100B	2 <input type="checkbox"/>	HIT 180B	3 <input type="checkbox"/>
HIT 101B	3 <input type="checkbox"/>	HIT201B	3 <input type="checkbox"/>
HIT 105B	2 <input type="checkbox"/>	HIT 210 B	3 <input type="checkbox"/>
HIT 117B	1 <input type="checkbox"/>	Math course	3 <input type="checkbox"/>
HIT 118B	3 <input type="checkbox"/>		

# ACADEMIC DEGREES

## MACHINE TOOL TECHNOLOGY

### Associate of Applied Science Program

The Machine Tool Technology program provides training for students who plan to enter the machine trades field and upgrading for those in the field who desire additional skills. The program is competency based, allowing students to enter at their own level and progress at their own pace. Hands-on learning is stressed, allowing students to take as many laboratory hours as possible.

**SALARY** - \$29,000 - \$44,100/year (*middle range - Nevada*)

**CAREER OUTLOOK** - Slower than average growth, but good jobs available due to difficulty finding skilled workers

**GOOD TO KNOW** - Often work with computerized numerical control (CNC) machines

### DEGREE REQUIREMENTS - 60 credits

#### Program Requirements - 39-41 credits

		Credits
DFT 124B	Blueprint Reading for Industry	3
MATH	Mathematics course (MATH 110B recommended)	3
MTT 105B	Machine Shop I	3
MTT 110B	Machine Shop II	3
MTT 230B	Computer Numerical Control I	4
MTT 232B	Computer Numerical Control II	4
MTT 250B	Machine Shop III	3
MTT 260B	Machine Shop IV	3

Choose 13-15 credits from the following:

Drafting courses		1-6
MTT 106B	Machine Shop Practice I	2
MTT 111B	Machine Shop Practice II	2
MTT 251B	Machine Shop Practice III	2
MTT 261B	Machine Projects	1-6
MTT 262B	Machine Shop Practice IV	2
MTT 292B	Computer-Aided Manufacturing I	1-4
MTT 293B	Computer-Aided Manufacturing II	1-4
Related Machine Shop Courses		1-6
Welding Courses		1-6

#### General Education Requirements\* - 19-21 credits

English/Communications courses	6
(Must include a writing course)	
Human Relations course	1-3
Humanities/Social Science course	3
Science course	3
U.S./Nevada Constitution course	3
Electives	3-5

\*A list of courses fulfilling general education requirements is on page 8.

### SUGGESTED COURSE SEQUENCE

First Semester	Completed	Third Semester	Completed
DFT 124B	3 <input type="checkbox"/>	MTT 230B	4 <input type="checkbox"/>
MTT 105B	3 <input type="checkbox"/>	MTT 250B	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Degree elective	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Degree elective	3 <input type="checkbox"/>
Math course	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
 Second Semester		 Fourth Semester	
MTT 110B	3 <input type="checkbox"/>	MTT 232B	4 <input type="checkbox"/>
Degree elective	3 <input type="checkbox"/>	MTT 260B	3 <input type="checkbox"/>
Degree elective	3 <input type="checkbox"/>	Degree elective	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Gen Ed course	1-3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	General electives	3 <input type="checkbox"/>

## MACHINE TOOL TECHNOLOGY

### Certificate of Achievement

#### CERTIFICATE REQUIREMENTS - 30 credits

##### Subject Requirements - 20 credits

Subject Requirements - 20 credits		Credits
DFT 124B	Blueprint Reading for Industry	3
MTT 105B	Machine Shop I	3
MTT 106B	Machine Shop Practice I	2
MTT 110B	Machine Shop II	3
MTT 111B	Machine Shop Practice II	2
MTT 230B	Computer Numerical Control I	4
Related machine shop courses		3

#### General Education Requirements\* - 10 credits

English/Communications	6
(Must include a writing course; BUS 108 is recommended)	
Human Relations course	1
Mathematics course	3

\*A list of courses fulfilling general education requirements is on page 10.

### Associate of Applied Science & Certificate of Achievement Degree in

#### Machine Tool Technology Mission & Outcomes

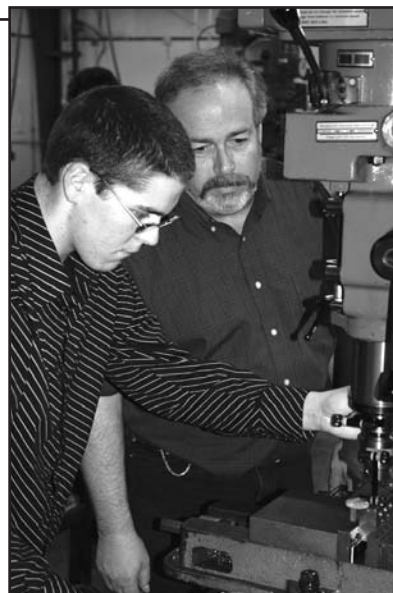
**MISSION** - The mission of the Associate of Applied Science and Certificate of Achievement degree in Machine Tool Technology is to provide the student with the skills and knowledge to succeed in the machining industry.

**STUDENT LEARNING OUTCOMES** - Students who complete an Associate of Applied Science in Machine Tool Technology are expected to:

- know the subject matter appropriate to the Associate of Applied Science in Machine Tool Technology,
- use skills and perform tasks essential for employment,
- have the self-confidence needed for seeking employment in this field,
- use available resources to remain current in the machine industry.

**STUDENT LEARNING OUTCOMES** - Students who complete an Certificate of Achievement in Machine Tool Technology are expected to:

- know the subject matter appropriate to the Certificate of Achievement in Machine Tool Technology,
- use skills and knowledge needed for acquiring employment,
- have the confidence needed for seeking employment.



# ACADEMIC DEGREES

## MANAGEMENT

### *Associate of Applied Science Emphasis*

The Management emphasis is designed to provide a foundation for employment in a variety of business/managerial positions.

**SALARY** - \$39,400 - \$49,100/year (*middle range - Nevada*)

**CAREER OUTLOOK** - Slower than average through 2012, although managers will be more likely to keep their jobs

**GOOD TO KNOW** - Often requires hiring, training & supervising employees, solving problems & administrative duties

### DEGREE REQUIREMENTS – 60 credits

#### Business Core Requirements - 24 credits

	Credits
ACC 135B Bookkeeping I	3
and ACC 136B Bookkeeping II	3
or ACC 201 Financial Accounting	
and ACC 202 Managerial Accounting	
BUS 101 Introduction to Business	3
or MGT 103 Small Business Management	
BUS 273 Business Law	3
COT 202 Introduction to Computer Applications	3
or IS 201 Computer Applications	
ECON 102 Principles of Microeconomics	3
or ECON 103 Principles of Macroeconomics	
IS 101 Introduction to Information Systems	3
MGT 201 Principles of Management	3

#### Emphasis Requirements – 15 credits

MGT 212 Leadership and Human Relations	Credits
	3

Choose 12 credits from the following:

BUS 101 Introduction to Business	3
ECON 102 Principles of Microeconomics	3
ECON 103 Principles of Macroeconomics	3
FIN 101 Personal Finance	3
MGT 103 Small Business Management	3
MGT 235 Organizational Behavior	3
MGT 247B Industrial Management	3
MGT 283 Introduction to Human Resources Management	3
MKT 111 Introduction to Merchandising	3
MKT 127 Introduction to Retailing	3
MKT 210 Marketing Principles	3
MKT 262 Introduction to Advertising	3
PSY 206 Business & Industrial Psychology	3

#### General Education Requirements\* - 21 credits

English/ Communications courses (BUS 107 and BUS 108 recommended; must include a writing course)	6
BUS 109B or higher level mathematics course	3
Science course	3
U.S./Nevada constitutions course	3
General elective	6

\*A list of courses fulfilling general education requirements is on page 8.

NOTE: See also Retail Management.

### SUGGESTED COURSE SEQUENCE

First Semester	Completed	Third Semester	Completed
ACC 135B or 201	3 <input type="checkbox"/>	IS 101	3 <input type="checkbox"/>
BUS 101 or MGT 103	3 <input type="checkbox"/>	MGT 212	3 <input type="checkbox"/>
BUS 109B or higher	3 <input type="checkbox"/>	Degree elective	3 <input type="checkbox"/>
Degree elective	3 <input type="checkbox"/>	Degree elective	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
Second Semester		Fourth Semester	
ACC 136B or 202	3 <input type="checkbox"/>	BUS 273	3 <input type="checkbox"/>
ECON 102 or 103	3 <input type="checkbox"/>	COT 202 or IS 201	3 <input type="checkbox"/>
MGT 201	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
Degree elective	3 <input type="checkbox"/>	General elective	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	General elective	3 <input type="checkbox"/>



# ACADEMIC DEGREES

## MATHEMATICS

### *Associate of Science Emphasis*

The Mathematics emphasis has been designed to place students on a career track toward mathematics, either as a university major or as preparation for a teaching career. An associate degree in mathematics offers a student flexibility in future academic endeavors and career opportunities.

**SALARY** - \$37,700 - \$93,500/year (*median range - U.S.*)

**CAREER OUTLOOK** - Need for math teachers & professors is expected to increase faster than average

**GOOD TO KNOW** - Often requires graduate degrees for career advancement

### DEGREE REQUIREMENTS - 60 credits

Emphasis Requirements - 30 credits		Credits
MATH 181	Calculus I	4
MATH 182	Calculus II	4
MATH 283	Calculus III	4
MATH 285	Differential Equations**	3

Choose 3 credits from the following: 3

Math courses numbered 120 or higher, except MATH 122 & 123.

STAT 152 is also accepted.

Choose 12 credits from at least two subject areas in the courses listed under Science Requirements for the Associate of Science degree.

Must include a minimum of four credits of lecture and laboratory from the same subject area. 12

General Education Requirements* - 30 credits		Credits
English/Communications course (Must include a writing course)		6
Fine Arts course		3
Humanities courses		6
Social Science courses		6
U.S./Nevada Constitutions course		3
Electives		6

\*\*Other MATH courses at 200 level or higher may be substituted for MATH 285.

\*A list of courses fulfilling general education requirements is on page 6.

### SUGGESTED COURSE SEQUENCE

<i>First Semester</i>	Completed	<i>Third Semester</i>	Completed
MATH 181	4 <input type="checkbox"/>	MATH 283	4 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	General elective	3 <input type="checkbox"/>
Science elective	4 <input type="checkbox"/>	Science elective	4 <input type="checkbox"/>
<i>Second Semester</i>		<i>Fourth Semester</i>	
MATH 182	4 <input type="checkbox"/>	CHEM 101 w/lab	4 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	General elective	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	MATH 285	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Math elective	3 <input type="checkbox"/>
Science elective	4 <input type="checkbox"/>		



## ACADEMIC DEGREES

### MUSICAL THEATRE

#### Associate of Arts Program

The Associate of Arts degree in Musical Theatre is designed to provide training in the breadth of skills required for musical theatre performance, as well as satisfy many of the lower division requirements for the Bachelor of Arts degree in musical theatre at most four-year institutions.

**SALARY** - \$31,600 - \$68,100/year (*middle range - Nevada*)

**CAREER OUTLOOK** - Average growth

**GOOD TO KNOW** - Competition for jobs will be strong; many actors have other part-time employment or teach acting classes

#### DEGREE REQUIREMENTS - 64 credits

Program Requirements - 34 credits		Credits
THTR 105	Introduction to Acting I	3
THTR 199	Play Structure and Analysis I	3
THTR 204	Theater Technology I	3
THTR 205	Introduction to Acting II	3
MUS 203	Music Theory I	3
Piano Proficiency		0
Total of 4 credits: MUSA 145/245 Voice @ 1 credit		4

Select 4 credits from the following:

DAN 132	Beginning Jazz Dance	1
DAN 135	Beginning Ballet	1
DAN 144	Beginning Tap Dance	1
DAN 232	Intermediate Jazz Dance	1
DAN 244	Intermediate Tap Dance	1

Total of four semesters participation in college productions:

MUS 176/276	Musical Theatre Practicum	8
Select from: MUS 121, THTR 100		3

General Education Requirements* - 30 credits		Credits
English/Communications Courses		6
Humanities Courses		6
Mathematics Course		3
Science Courses		6
Social Science Courses		6
U.S./Nevada Constitutions Course		3

(The fine arts requirement is fulfilled by the program requirement)

\* A list of courses fulfilling general education requirements is on page 5.

#### SUGGESTED COURSE SEQUENCE

First Semester		Completed	Third Semester		Completed
Dance elective	1	<input type="checkbox"/>	Dance elective	1	<input type="checkbox"/>
Gen Ed course	3	<input type="checkbox"/>	Gen Ed course	3	<input type="checkbox"/>
Gen Ed course	3	<input type="checkbox"/>	Gen Ed course	3	<input type="checkbox"/>
Gen Ed course	3	<input type="checkbox"/>	MUSA 245	1	<input type="checkbox"/>
MUS 176/276	2-3	<input type="checkbox"/>	MUS 121 or THTR 100	3	<input type="checkbox"/>
MUSA 145	1	<input type="checkbox"/>	MUS 176/276	2-3	<input type="checkbox"/>
Piano Proficiency	0	<input type="checkbox"/>	THTR 204	3	<input type="checkbox"/>
THTR 105	3	<input type="checkbox"/>			
Second Semester			Fourth Semester		
Dance elective	1	<input type="checkbox"/>	Dance elective	1	<input type="checkbox"/>
Gen Ed course	3	<input type="checkbox"/>	Gen Ed course	3	<input type="checkbox"/>
Gen Ed course	3	<input type="checkbox"/>	Gen Ed course	3	<input type="checkbox"/>
Gen Ed course	3	<input type="checkbox"/>	Gen Ed course	3	<input type="checkbox"/>
MUSA 145	1	<input type="checkbox"/>	MUSA 245	1	<input type="checkbox"/>
MUS 176/276	2-3	<input type="checkbox"/>	MUS 176A/276	2-3	<input type="checkbox"/>
MUS 203	3	<input type="checkbox"/>	THTR 199	3	<input type="checkbox"/>
THTR 205	3	<input type="checkbox"/>			



## ACADEMIC DEGREES

### NURSING PROGRAM

#### *Associate Degree*

WNCC's associate degree nursing program is intended for students seeking a career as a registered nurse. The curriculum is sequenced and progresses in complexity. Integration of knowledge from the bio/psycho/social sciences, humanities, and nursing is intended to prepare graduates to pass the national licensure examination and to function as registered nurses in diverse care settings.

Upon completion of the associate degree nursing program, students will be awarded an Associate of Applied Science degree. Graduates are eligible to sit for the National Council Licensing Examination for Registered Nurses. Students completing the first year of the nursing program and NURS 168 & NURS 169 are eligible to sit for the National Council Licensing Examination for Practical Nurses.

The associate degree nursing program is approved by the Nevada State Board of Nursing and is accredited by the National League for Nursing Accrediting Commission. The address of the NLNAC is 61 Broadway Street, 33rd floor, New York, NY 10016 and the telephone number is 800-669-9656. Applicants are advised that eligibility for licensure may be affected by the existence of a criminal record, a history of alcohol or drug abuse, and mental or physical illness that may interfere with the practice of nursing. Applicants are encouraged to contact the Nevada State Board of Nursing should there be a concern regarding eligibility for licensure.

A limited number of qualified students are admitted as first semester students utilizing the selection criteria outlined below. The nursing program requires that pre- and corequisite courses be completed with a grade of "C" or better. Students admitted to the program are required to attend mandatory orientation sessions scheduled for the late spring or early summer and prior to the start of classes.

#### **Associate of Applied Science in Nursing Mission & Outcomes**

**MISSION** - The mission of the nursing program at Western Nevada Community College is to meet the nursing educational needs of the service area. The program prepares qualified students to function as entry-level registered nurses and transfer to higher degree programs.

To accomplish our mission, the curriculum incorporates the national League for Nursing core components of nursing practice that are essential to the work of registered nurses. Graduates are prepared to function in a variety of health care settings, providing culturally sensitive, holistic nursing care to individuals and families across the life span. The nursing faculty supports graduate competency in an evolving and complex health care environment by facilitating the students' development of clinical judgment, promoting professional behaviors, and fostering the value of lifelong learning.

**STUDENT LEARNING OUTCOMES** - Students who complete an Associate of Applied Science, nursing degree will be expected to demonstrate the ability to:

- utilize the nursing process in the provision of care to patients guided by a variety of theoretical frameworks.
- apply critical thinking and problem-solving skills by integrating knowledge derived from the bio/psycho/social sciences, humanities, and nursing in the provision of patient care in a variety of health care settings.
- employ verbal and non-verbal communication skills in interactions with patients, families and health care providers to promote adaptation.
- acquire, apply and value knowledge necessary to demonstrate safe, competent, practice within the profession's ethical and legal framework.
- demonstrate accountability for one's own nursing practice and continued professional development.
- practice as a professional nurse by integrating the roles and achieving the educational competencies specific to associate degree nursing as identified by the National League for Nursing.
- utilize technology and computer skills to support delivery of nursing care.

#### **Selective Admission Requirements:**

- Apply for admission to Western Nevada Community College and the WNCC Nursing Program. Applications will be available after January 2. The last date for submission of applications is April 1. Nursing program applications are available on the WNCC Nursing & Allied Health web site.
- Submit a high school transcript showing graduation date or documentation of successful completion of the General Education Development exam.
- Show evidence of completion of high school chemistry from a regionally accredited school within the last three years or completion of CHEM 121 within the last ten years by the date of application submission.
- Complete all prerequisite courses prior to admission into the nursing program. (Note: The statute of limitations for all college science courses is ten years from date of application.)
- Pass the Test of Essential Academic Skills with a minimum score of 40 percent for each of the four sub-tests (not required for LPN's applying to the second year). The test may be taken only once each year.
- Submit completed application with supporting documents and required transcripts, as appropriate, to Admissions and Records in the time frame delineated on the nursing program application.

#### **Other Important information:**

- Students who do not have or who are ineligible for a Nevada LPN license who have completed nursing courses more than two years ago but no more than five years ago at the time of application to the nursing program are required to demonstrate currency of nursing knowledge by passing competency examinations for each course previously completed. A score of 75 percent or more is required for each examination. Nursing courses taken more than five years prior to the date of application will not be accepted.
- Nursing learning activities are scheduled on and off campus, days, evenings, and weekends.
- Courses are Web-CT Enhanced, necessitating students have basic computer skills.
- Clinical experiences take place at long-term health care facilities, acute care hospitals and community settings, including clinics, day care centers,
- A grade of C (75 percent) or better is required in all nursing courses.
- Students who have been expelled from a nursing program, or who are no longer eligible for admission to that program, are not eligible for admission to WNCC's nursing program.
- Students not admitted to the nursing program must reapply to be considered for admission the following year.
- A student who matriculated into the nursing program may be readmitted one time following a withdrawal/failure. A written request for an exception to the policy for such reasons as medical and military will be considered by Admissions and Records.
- Documentation and currency of the following is required after acceptance into the nursing program and prior to the start of classes:
  1. An acceptable physical examination, and required immunizations,
  2. CPR Certification (card required) through the American Heart Association (Health Care Provider course) or through the American Red Cross (Professional Rescuer course).
  3. Health insurance (card required).

# ACADEMIC DEGREES

## Nursing Admission/Selection Criteria

Category	Maximum Points Possible (in parentheses)				
Science GPA (BIOL & CHEM pre- and corequisite courses)	2.0-2.49 (2)	2.5-3.0 (4)	3.1-3.49 (6)	3.5-4.0 (8)	
GPA (pre- and corequisite courses)	2.0-2.49 (1)	2.5-3.0 (2)	3.1-3.49 (3)	3.5-4.0 (4)	
Test of Essential Academic Skills (TEAS)	40-59 (0)	60-69 (1)	70-79 (2)	80-89 (3)	90-99 (4)
(A minimum cut score of 40 percent is required for each subtest. Not required for LPNs or students seeking transfer with grades of C or better in nursing; points will not be awarded)					
Completion of corequisite credits	3-6 credits (1)	7-9 credits (2)			

### Maximum Possible Points: 18

Admission to the nursing program will be based on special admission procedures and the number of points an applicant receives. Eligible students will be numerically ranked according to total points. In the event of applicants having an equal number of points, lots will be drawn to decide eligibility.

Admission will be offered to the applicants on the list with the highest priority points. Applicants not selected will not be carried forward and must reapply for consideration.

## NURSING

### Associate of Applied Science Program

**SALARY** - \$51,600 - \$69,300/year (*middle range - Nevada*)

**CAREER OUTLOOK** - High growth, especially in home health care & nursing homes

**GOOD TO KNOW** - Hospital nurses tend to earn more than nurses in doctors' offices; may include working days, nights, weekends or holidays

### DEGREE REQUIREMENTS: 72 credits

Pre-nursing students must have completed one year of high school chemistry within three years of application or must take CHEM 121 and pass the Test of Essential Academic Skills. For programs that require BIOL 223 & BIOL 224, if completed at an institution other than the Nevada System of Higher Education, both courses must be completed at the same college or university.

### Prerequisite Courses - 21 credits

	Credits
Behavioral science course (PSY 101 or SOC 101 required)	3
BIOL 223 Human Anatomy & Physiology I	4
BIOL 224 Human Anatomy & Physiology II	4
BIOL 251 General Microbiology	4
ENG 101 Composition I	3
MATH 120, 126 or higher	3

### FIRST YEAR

#### Fall Semester Courses - 14 credits

	Credits
NURS 136 Foundations of Nursing Theory	3
NURS 137 Foundations of Nursing Laboratory	1
NURS 138 Foundations of Nursing Clinical	2
NURS 141 Foundations of Pharmacology in Nursing	2
NURS 200 Health Assessment Theory	2
NURS 201 Health Assessment Laboratory	1
*ENG 102 Composition II	3

#### Spring Semester Courses - 14 credits

	Credits
*SOC 101 or PSY 101 or humanities/social science course	3
NURS 163 Maternal Child Health I Theory	3
NURS 164 Maternal Child Health I Clinical	1
NURS 165 Nursing Across the Lifespan Laboratory	1
NURS 166 Health/Illness Across the Lifespan Theory	4
NURS 167 Health/Illness Across the Lifespan Clinical	2

### SECOND YEAR

#### Fall Semester Courses - 13 credits.

	Credits
NURS 265 Alterations in MCH Health Theory	2
NURS 266 Alterations in MCH Health Laboratory	1
NURS 267 Alterations in MCH Health Clinical	1
NURS 268 Alterations in Child Health Clinical	1
NURS 270 Advanced Clinical Nursing I Theory	3
NURS 271 Advanced Clinical Nursing I Clinical	2
**US/NV Constitutions (PSC 103, HIST 111 or CH 203 recommended)	3

#### Spring Semester Courses - 10 credits.

	Credits
NURS 236 Mental Health and Illness Theory	1
NURS 237 Mental Health and Illness Laboratory	1
NURS 238 Mental Health and Illness Clinical	1
NURS 276 Advanced Medical Surgical Nursing II Theory	3
NURS 277 Advanced Medical Surgical Nursing II Clinical	2
NURS 284 Role of the ADN Manager of Care	2

\*Indicates corequisite. Corequisite courses must be completed by the end of the 4th semester of the nursing program. Corequisite courses are not required for the Certificate of Achievement.

\*\*A list of courses fulfilling general education requirements is on page 8.

## ACADEMIC DEGREES

### OPTIONAL PRACTICAL NURSING PREPARATION

#### *Certificate of Achievement*

If the student successfully completes all prerequisite courses and first year nursing courses of the program, including NURS 168 and NURS 169 (Transitions to Practical Nursing Theory & Transitions to Practical Nursing Clinical) the student may apply for a Certificate of Achievement and is eligible to take the National Council Licensing Examination - Practical Nurse (NCLEX-PN).

Note: NURS 168 & 169 are not required for progression to the second year.

#### **CERTIFICATE REQUIREMENTS: 46 credits.**

##### **Spring or Summer Course**

	<b>Credits</b>
NURS 168 Transitions to Practical Nursing Theory	1
NURS 169 Transitions to Practical Nursing Clinical (Required for Certificate of Achievement)	2

### LICENSED PRACTICAL NURSE

Licensed practical nurses who have graduated from an accredited school of practical nursing may apply for advanced standing in the nursing program at WNCC. If the school is one other than WNCC, the student must have taken a practical nursing curriculum equivalent to that taught at WNCC, or must take the necessary classes to ensure an equivalent academic preparation. Credits will be evaluated for equivalency in Admissions and Records and by faculty as necessary. In addition:

- Applicants are required to hold or be eligible to hold a current practical nursing license in Nevada. Applicants with a restricted LPN license will be evaluated on an individual basis. A copy of a current LPN licensed must be submitted with the application.
- NURS 200 (Health Assessment Theory) and NURS 201 (Health Assessment Laboratory) are required courses. Students are strongly encouraged to take NURS 200 and NURS 201 prior to entering the second year of the program. NURS 200 & 201 are required third semester courses for students who lack this course.
- Students must repeat or challenge by examination first year nursing coursework over five years old. The challenge tests utilized are the NLN Acceleration Challenge Exam ACE I - PN to RN: Foundations of Nursing and ACE I-PN to RN: Childbearing/Care of the Child. The student must achieve a 75 percent or better on each examination.

*Admission to the second year is based on:*

- Qualifying under the selective admission requirements.
- Completion of all first year pre-requisite courses (note exception for NURS 200 & 201). Science coursework over ten years old must be repeated.
- Successful completion of NURS 199B -- ADN Transition.
- Available space in the program.

If more applications are received than space available, decisions regarding admissions will be made based upon the selection criteria used for first semester applicants (excluding TEAS scores).

### Students Requesting Transfer & Re-admission into the Nursing Program

A limited number of qualified transfer and readmission students who do not have or who are not eligible for a Nevada LPN license are admitted into the nursing program on a space available basis.

- Students who have completed nursing courses more than two years ago but no more than five years ago at the time of application to the nursing program must demonstrate currency of knowledge by passing competency examinations for each course previously completed. A score of 75 percent or more is required for each exam. Nursing courses taken more than five years prior to application will not be accepted.
- A student who matriculated into the nursing program may be readmitted one time following a withdrawal/failure. A written request for an exception to the policy for such reasons as medical and military will be considered by Admissions and Records.

**Information: Office of Nursing and Allied Health**





# ACADEMIC DEGREES

## OFFICE TECHNOLOGY

### Associate of Applied Science Degree

The Office Technology emphasis is designed for those seeking specific career skills in office environments. Students choose one of two specializations to customize their program: Administrative Assistant or Desktop Publishing.

**SALARY** - \$31,500 - \$49,100/year (*middle range - Nevada*)

**CAREER OUTLOOK** - Variable; rapid growth in temporary worker agencies

**GOOD TO KNOW** - Good communication skills critical; use computers heavily; may supervise office staff

### DEGREE REQUIREMENTS - 60 credits

#### Program Requirements - 39 credits

#### Credits

Strongly recommend 40 wpm typing skills for successful degree completion.

ACC 135B	Bookkeeping I	3
ACC 136B	Bookkeeping II	3
or ACC 201	Financial Accounting	
BUS 101	Introduction to Business	3
CIT 161B	Essentials of Information Security	3
COT 204	Using Windows	3
IS 101	Introduction to Information Systems	3
IS 201	Computer Applications	3

Choose 3 credits from the following:

CIT 201B	Word Certification Preparation	1-3
CIT 202B	Excel Certification Preparation	1-3
CIT 203B	Access Certification Preparation	1-3
CIT 204B	Powerpoint Certification Preparation	1-3
CIT 206B	MS Microsoft Outlook Certification Preparation	1

### Specialization Requirements - 12 credits

Choose 12 credits from one of the following two specializations:

#### Administrative Assistant

#### Credits

ACC 220	Microcomputer Accounting Systems	3
CIT 205B	MS Microsoft Project Certification Preparation	1
CIT 206B	MS Microsoft Outlook Certification Preparation	1
COT 140B	Adobe Acrobat	1
COT 216	Intermediate Word Processing	3
COT 222	Desktop Publishing with Word Processing	3

#### Desktop Publishing

CIT 151	Beginning Web Development	3
or GRC 175	Web Design and Publishing I	
COT 222	Desktop Publishing with Word Processing	3
COT 223	Advanced Desktop Publishing	3
GRC 144B	Electronic Layout and Typography	3
or ART 243	Digital Imaging I	
or COT 217B	Office Publications	

### General Education Requirements\* - 21 credits

#### Credits

English/Communications courses	6
(Must include a writing course; BUS 107 & 108 recommended)	
Humanities/Social Science Course	3
Human Relations course (MGT 201, 212 or 283 recommended)	3
Mathematics course (BUS 109B recommended)	3
Science course	3
U.S./Nevada Constitutions course	3

Note: ACC 202 is acceptable in lieu of ACC 135B

\*A list of courses fulfilling general education requirements is on page 8.

## SUGGESTED COURSE SEQUENCE

<i>First Semester</i>	Completed	<i>Third Semester</i>	Completed
ACC 135B	3 <input type="checkbox"/>	IS 201	3 <input type="checkbox"/>
BUS 101	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
IS 101	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Specialty choice	3 <input type="checkbox"/>
<i>Second Semester</i>		<i>Fourth Semester</i>	
ACC 136B or ACC 201	3 <input type="checkbox"/>	CIT 161B	3 <input type="checkbox"/>
COT 204	3 <input type="checkbox"/>	COT 290B	3 <input type="checkbox"/>
CIT 201B - 204B or 206B	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Specialty course	3 <input type="checkbox"/>
Specialty choice	3 <input type="checkbox"/>	Specialty choice	3 <input type="checkbox"/>

## Associate of Applied Science Degree in Office Technology Mission & Outcomes

Provides office technology courses for traditional college students and transitional employees. The program will prepare students with the necessary skills for entry level employment in a professional business office environment using current software applications. Some courses can transfer to baccalaureate programs as a result of common course numbering.

**MISSION** - The purpose of the Associate of Applied Science degree is to provide employment-related knowledge and skills necessary to succeed in a chosen field of computer technology and/or applications study.

**STUDENT LEARNING OUTCOMES** - Students who complete programs in occupational areas are expected to demonstrate that they -  
Know:

- practices and procedures required for entry level employment,
- entry level skill set, and
- the theoretical principles relevant to their field of study.

Are able to:

- test successfully on competencies required to pass industry standard certification exams,
- communicate effectively and appropriately, in oral and written form,
- locate, evaluate and properly utilize the tools and resources appropriate to a computer technology professional,
- acquire skills and perform tasks necessary for employment or career enhancement,
- demonstrate effective communication and computation skills appropriate to the chosen occupational field.

Appreciate and value:

- appropriate and effective presentation of themselves to potential employers, and
- standards of social, ethical, legal, accessibility, and diversity issues of their work environment.

# ACADEMIC DEGREES

## PARALEGAL STUDIES

### *Associate of Applied Science Program*

The Paralegal Studies program is designed to train students in the legal system, its functions, and the role of the paralegals in the practice of law. Paralegals are members of a legal team who work under the supervision of attorneys. The professional services provided by paralegals have made them a respected addition to the staffs of law firms, corporations, banks, insurance companies and government agencies.

**SALARY** - \$34,000 - \$47,000/year (*middle range - Nevada*)

**CAREER OUTLOOK** - Faster than average growth through 2012

**GOOD TO KNOW** - Good research, organizational & analytical skills required

### DEGREE REQUIREMENTS - 60 credits

#### Program Requirements - 42 credits

	Credits
CRJ 222 Criminal Law and Procedure	3
LAW 101 Fundamentals of Paralegalism I	3
LAW 203 Real Property	3
LAW 204 Torts	3
LAW 205 Contracts	3
LAW 206B Case Analysis	1
LAW 231 Civil Procedure	3
LAW 261 Legal Research I	3
LAW 262 Legal Writing I	3
LAW 263 Ethics	2
LAW 265 Legal Research II	3

Choose 12 credits from the following:

ACC 135B Bookkeeping I	3
BUS 273 Business Law I	3
COT 202 Introduction to Computer Applications	3
CRJ 164 Principles of Investigation	3
CRJ 225 Criminal Evidence	3
LAW 198B Special Topics in the Law	1-3
LAW 251 Bankruptcy	3
LAW 252 Family Law	3
LAW 255 Probate, Trusts, and Guardianship Law	3
LAW 295 Supervised Field Experience	3

#### General Education Requirements\* - 18 credits

	Credits
ENG 101 Composition I	3
ENG 102 Composition II	3
Mathematics course	3
Science course	3
U.S./Nevada Constitutions course	3
Electives	3

\*A list of courses fulfilling general education requirements is on page 8.

### SUGGESTED COURSE SEQUENCE

First Semester	Completed	Third Semester	Completed
ENG 101	3 <input type="checkbox"/>	LAW 205	3 <input type="checkbox"/>
LAW 101	3 <input type="checkbox"/>	LAW 231	3 <input type="checkbox"/>
General elective	3 <input type="checkbox"/>	LAW 262	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Degree elective	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
Second Semester		Fourth Semester	
ENG 102	3 <input type="checkbox"/>	LAW 203	3 <input type="checkbox"/>
CRJ 222	3 <input type="checkbox"/>	LAW 265	3 <input type="checkbox"/>
LAW 204	3 <input type="checkbox"/>	Degree elective	3 <input type="checkbox"/>
LAW 206B	1 <input type="checkbox"/>	Degree elective	3 <input type="checkbox"/>
LAW 261	3 <input type="checkbox"/>	Degree elective	3 <input type="checkbox"/>
LAW 263	2 <input type="checkbox"/>		

### Associate of Applied Science Degree in Paralegal Studies Mission Statement and Student Learning Outcomes

**MISSION** - The Associate of Applied Science degree in Paralegal Studies will provide the academic knowledge and skill training necessary for employment in a variety of legal settings, including: law firms, corporations, banks, insurance companies and government agencies. The degree will meet the educational requirements to allow students to take a nationally recognized certifying examination.

**STUDENT LEARNING OUTCOMES** - Students who complete the Associate of Applied Science degree in Paralegal Studies are expected to demonstrate that they -

1. know procedural and substantive law appropriate for a Paralegal.
2. are able to do the following:
  - a. analyze case law, statutes and regulations;
  - b. demonstrate effective oral and written communication skills;
  - c. demonstrate ability to draft legal documents;
  - d. conduct basic research of current and historical legal issues through use of the law library and computerized legal databases;
  - e. locate newly decided cases and recent trends in the law.
3. have developed an appreciation of the following:
  - a. the role of legal assistants in the legal system;
  - b. the importance of ethics in the legal profession;
  - c. the responsibility of members of the legal profession to society.

# ACADEMIC DEGREES

## PHYSICS

### *Associate of Science Emphasis*

The Physics emphasis is designed to place students wishing to pursue studies in the field of physics, either as a university major or as preparation for a teaching career.

**SALARY** - \$39,500 - \$107,800/year (*middle range - Nevada*)

**CAREER OUTLOOK** - Slower than average growth through 2012

**GOOD TO KNOW** - Graduate degrees required for career advancement and higher salaries

#### DEGREE REQUIREMENTS: 60-62 credits

##### Emphasis Requirements - 36-38 credits

	Credits
CHEM 121 General Chemistry I	4
CHEM 122 General Chemistry II	4
MATH 181 Calculus I	4
MATH 182 Calculus II	4
MATH 283 Calculus III	4
MATH 285 Differential Equations	3
PHYS 180/180L Engineering Physics I	4
PHYS 181/181L Engineering Physics II	4
PHYS 182/182L Engineering Physics III	4
PHYS 293 Directed Study	1-3

##### General Education Requirements\* - 24 credits

	Credits
English/Communications Courses	6
Fine Arts Course	3
Humanities Courses (CH 201 and 202 recommended)	6
Social Science Courses	6
U.S./NV Constitution Course	3

NOTE: CAPS 122 is strongly recommended but not required for graduation. CHEM 201 and 202 are acceptable in lieu of CHEM 121 and 122.

\*A list of courses fulfilling general education requirements is on page 6.

### SUGGESTED COURSE SEQUENCE

<i>First Semester</i>	Completed	<i>Third Semester</i>	Completed
CHEM 121	4 <input type="checkbox"/>	MATH 283	4 <input type="checkbox"/>
MATH 181	4 <input type="checkbox"/>	PHYS 182/182L	4 <input type="checkbox"/>
PHYS 180/180L	4 <input type="checkbox"/>	Gen Ed courses	6 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>		
Gen Ed course	3 <input type="checkbox"/>	<i>Fourth Semester</i>	
		MATH 285	3 <input type="checkbox"/>
<i>Second Semester</i>		PHYS 293	1-3 <input type="checkbox"/>
CHEM 122	4 <input type="checkbox"/>	Gen Ed courses	6 <input type="checkbox"/>
MATH 182	4 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
PHYS 181/181L	4 <input type="checkbox"/>		
Gen Ed course	3 <input type="checkbox"/>		

### Associate of Science Degree in Physics Mission Statement and Student Learning Outcomes

**Mission** - The mission of the Associate of Science degree in Physics is to provide the academic knowledge and skills to meet higher educational goals. The mission as stated for this degree is to place students wishing to pursue studies in the field of physics, either as a university major or as preparation for a teaching career.

**Student Learning Outcomes** - pertinent to this degree are as follows:

1. know the subject matter
2. are able to do the following:
  - a. write papers which demonstrate research;
  - b. apply mathematical and analytical problem-solving skills;
  - c. succeed at their transfer institutions;
3. understand scientific methods and the role of science and technology in society

## ACADEMIC DEGREES

### REAL ESTATE

#### *Associate of Applied Science in Business Real Estate Emphasis*

The Real Estate emphasis has been designed to prepare students for careers in the real estate sales industry. Career opportunities also exist in commercial banking, escrow services, land planning and zoning, and land development. Approved continuing education credits completed through the Nevada Real Estate Division may be applied toward this degree as real estate electives.

NOTE: Real Property Managers need 24 hours of approved continuing education in addition to licensing and state exam.

**SALARY** - \$23,600 - \$61,900/year (*agents' middle range - Nevada*)

**CAREER OUTLOOK** - Slower than average growth through 2012

**GOOD TO KNOW** - About 59 percent of real estate agents are self-employed

#### DEGREE REQUIREMENTS – 60 credits

Subject Requirements -24 credits		Credits
ACC 135B	Bookkeeping I	3
& ACC 136B	Bookkeeping II	3
or ACC 201	Financial Accounting	
& ACC 202	Managerial Accounting	
BUS 101	Introduction to Business	3
or MGT 103	Small Business Management	
BUS 110B	Human Relations for Employment	3
or MGT 201	Principles of Management	
or MGT 212	Leadership and Human Relations	
or MGT 283	Introduction to Human Resources Management	
BUS 273	Business Law	3
COT 202	Introduction to Computer Applications	3
or IS 201	Computer Applications	
ECON 102	Principles of Microeconomics	3
or ECON 103	Principles of Macroeconomics	
IS 101	Introduction to Information Systems	3

Emphasis Requirements – 16 credits		Credits
RE 101	Real Estate Principles I	3
RE 103	Real Estate Principles II	3
RE 104	Real Estate Law and Conveyancing	3
RE 198B	Real Estate Law and Ethics	1
RE 206	Real Estate Appraising	3
Elective	Any Real Estate Course	3

General Education Requirements* -20 credits		Credits
English/ Communications courses (BUS 107 and BUS 108 recommended: must include a writing course)		6
RE 102B, BUS 109B or higher level mathematics course		3
Science course		3
U.S./Nevada constitutions course		3
Degree electives		5

\*A list of courses fulfilling general education requirements is on page 8.

### STATE OF NEVADA

#### REAL ESTATE - SALES LICENSE

REQUIREMENTS - 6 credits		Credits
RE 101	Real Estate Principles I	3
RE 103	Real Estate Principles II	3

### STATE OF NEVADA

#### REAL ESTATE - BROKER LICENSE

REQUIREMENTS - 64 credits		Credits
RE 101	Real Estate Principles I	3
RE 103	Real Estate Principles II	3
RE 201B	Real Estate Brokerage	3
RE 206	Appraising	3
Real Estate, Business or Economics electives		15
General electives		37

### STATE OF NEVADA

#### REAL ESTATE - RESIDENTIAL

#### APPRAISER APPRENTICE LICENSE

REQUIREMENTS - 7 credits		Credits
RE 101	Real Estate Principles I	3
or RE 103	Real Estate Principles II	
RE 198B	Real Estate Appraisal Law and Ethics	1
RE 206	Real Estate Appraising	3

These licensing programs fulfill the minimum course requirements needed to be eligible to take the Nevada Real Estate Sales and/or Broker examination and the Residential Appraisers License examination. For additional information, please contact the State of Nevada Real Estate Commission.



## ACADEMIC DEGREES

### RETAIL MANAGEMENT

#### *Certificate of Achievement*

Western Nevada Community College offers a 30-credit Certificate of Achievement in Retail Management to prepare students for a career in the retail business.

A retail management career incorporates buying, merchandising, promotion, management, operations, finance and computer applications.

Required classes for the Retail Management Certificate of Achievement are in business and business communications, accounting, information systems, management and marketing, and many serve as a ladder to business degrees. The WNCC program provides students an opportunity to earn a relevant certificate, and the classes required are also required for associate degrees. Most are also transferable to four-year colleges. The certificate may particularly benefit employees interested in moving up to supervisory and management positions.

**SALARY** - \$31,700 - \$75,800/year (*middle range- Nevada*)

**CAREER OUTLOOK** - Slower than average growth through 2012

**GOOD TO KNOW** - Career incorporates buying, merchandising, promotion, management, operations, finance & computer applications

#### DEGREE REQUIREMENTS: 30 credits

##### Core Requirements - 21 credits

	Credits
ACC 135B Bookkeeping I	3
or ACC 201 Financial Accounting	
BUS 110B Human Relations for Employment	
or BUS 112B Customer Service	3
COT 202 Introduction to Computer Applications	3
or IS 101 Introduction to Information Systems	
or IS 201 Introduction to Computer Applications	
MGT 201 Principles of Management	3
or MGT 235 Organizational Behavior	
or MGT 283 Introduction to Human Resources Management	
MGT 212 Leadership & Human Relations	3
MKT 127 Introduction to Retailing	3
MKT 210 Marketing Principles	3

##### General Education Requirements\* - 9 credits

English/Communications courses	6
(must include a writing course; BUS 107 and BUS 108 are recommended)	
Mathematics course (BUS 109B is recommended)	3

\* A list of courses fulfilling general education requirements is on page 10.



## ACADEMIC DEGREES

### SURGICAL TECHNOLOGY

#### *Certificate of Achievement*

The Surgical Technology Certificate of Achievement program is intended for the student seeking a career as a surgical technologist. It is designed to be completed 10 months after admission into the program. The program is accredited by the Commission on Accreditation of Allied Health Education Programs. Upon completion of the program, students will be eligible to take the National Certification Examination for Surgical Technology.

Classroom and laboratory experiences include instruction and practice in operating room techniques, infection prevention and control, and basic care of surgical patients in the operating room. Clinical learning includes supervised, hands-on hospital experiences in scrubbing for a variety of surgical procedures.

#### Program Objectives

*Upon completion of the program the graduate will demonstrate the ability to:*

1. Integrate and value knowledge derived from the bio/psycho/social sciences, humanities and surgical technology while providing surgical care to patients in a variety of health care settings under the direction of a registered nurse;
2. Practice within the legal and ethical standards for level I surgical technologist;
3. Use communication techniques appropriate to the setting;
4. Achieve the level I competencies identified by the Association of Surgical Technologists by demonstrating:
  - a. knowledge and practice of basic patient care concepts;
  - b. application of the principles of asepsis in a knowledgeable manner that provides for optimal patient care in the operating room;
  - c. basic surgical case preparation skills;
  - d. the ability to perform the role of first scrub on all basic surgical cases;
  - e. responsible behavior as a health care professional.

#### Selective Admission Requirements

- Apply for admission to WNCC and the Surgical Technology program.
- Submit a high school transcript showing graduation date or documentation of successful completion of the General Education Development (GED) exam.
- Complete all prerequisite courses prior to admission into the program.  
*Note: science courses must be completed within the last 10 years.*
- Submit completed application with supporting documents and required transcripts, as appropriate, to Admissions and Records in the time frame delineated on the Surgical Technology program application.

A limited number of qualified students are admitted into the program utilizing specified selection criteria. See the WNCC web site at [www.wncc.edu](http://www.wncc.edu).

A point system is utilized to make decisions regarding admission of applicants. All applicants will be evaluated in two areas following the criteria outlined on this page. Admission will be offered to the applicants on the list with the highest points. Applicants not selected must reapply for consideration.

#### Additional Information

- Learning activities are scheduled on and off campus during days and weekends. Students are required to provide their own transportation.
- Clinical experiences take place in acute care hospital and same day surgery centers.
- Documentation and currency of the following is required after acceptance into the Surgical Technology program and prior to the start of classes:
  1. Submission of an acceptable physical examination and required immunizations and tests;
  2. Health Care Provider/BLS CPR certification from the American Heart Association or the Red Cross (card required);
  3. Health insurance (card required);
  4. A minimum grade of C is required in all prerequisite and corequisite courses.

Employment opportunities for the graduate of the Surgical Technology program are excellent. Positions are available in hospitals and ambulatory surgical centers in the Reno, Carson City, Fallon and Lake Tahoe areas.

#### Admission/Selection Criteria

Category	Maximum Points Possible (in parentheses)			
Anatomy & Physiology				
GPA*	2.0-2.49	2.5-3.0	3.1-3.49	3.5-4.0
	(2)	(4)	(6)	(8)
GPA for English, Math & Human Relations courses	2.0-2.49	2.5-3.0	3.1-3.49	3.5-4.0
Points Awarded	(1)	(2)	(3)	(4)

\* Students must complete all prerequisite and corequisite courses with a minimum grade of "C."

# ACADEMIC DEGREES

## SURGICAL TECHNOLOGY

**SALARY** - \$35,100 - \$47,500/year (*middle range - Nevada*)

**CAREER OUTLOOK** - Faster than average growth through 2012

**GOOD TO KNOW** - Technologists advance by specializing in a particular area of surgery

### CERTIFICATE REQUIREMENTS - 39-43 credits

NOTE: For programs that require BIOL 223 and 224, both courses must be completed at the same school.

Prerequisite Courses: 10 credits		Credits
BIOL 223	Human Anatomy & Physiology I	4
or BIOL 200 & 204	Elements of Human Anatomy & Physiology & Lab	
ENG 101	Composition I	3
MATH 120	Fundamentals of College Mathematics	3
or MATH 124	College Algebra	
or MATH 126	Precalculus I (or higher)	
or MATH 100B	Math for Allied Health Programs	

Corequisite Courses: 3-7 credits		Credits
BIOL 224	Human Anatomy & Physiology II (only if BIOL 223 taken as a prerequisite)	0-4
Human Relations Course: Choose from following list:		3
ANTH 101	Introduction to Anthropology	
BUS 110B	Human Relations for Employment	
PSY 101	General Psychology	
PSY 102	Psychology of Personal & Social Adjustment	
PSY 280	Understanding Men and Women	
SOC 101	Principles of Sociology	
SOC 102	Contemporary Social Issues	
SOC 276	Aging in Modern American Society	

Subject Requirements - 26 credits		Credits
SGRT 100B	Foundations of Surgical Technology	2.5
SGRT 102B	Sterilization and Disinfection	2.5
SGRT 104B	Operating Room Techniques	4
SGRT 110B	Preparation of Surgical Patient	2.5
SGRT 111B	Surgical Procedures	5.5
SGRT 132B	Surgery Clinical Practice	9



# ACADEMIC DEGREES

## WEB TECHNOLOGY

### Associate of Applied Science Degree

The Web Technology emphasis is designed for students seeking specific career skills in Web environments. Students choose one of four specializations to customize their program: Web Administration, Web Design, Web Programming, or Transfer Option.

**SALARY** - \$41,100 - \$65,900/year (*middle range - Nevada*)

**CAREER OUTLOOK** - High demand through 2012

**GOOD TO KNOW** - About 24 percent of webmasters & data communications analysts are self-employed

#### DEGREE REQUIREMENTS - 60 credits

Degree Core Requirements - 36 credits		Credits
CIT 129	Introduction to Programming	3
CIT 151	Beginning Web Development	3
or GRC 175	Web Design and Publishing I	
CIT 152	Web Script Language Programming	3
CIT 161B	Essentials of Information Security	3
CIT 260	Systems Analysis and Design	3
CIT/COT/IS	course	3
IS 101	Introduction to Information Systems	3
IS 201	Introduction to Computer Applications	3

#### Specialization Requirement - 12 credits

Choose 12 credits from one of the following four specializations:

##### Web Administration

CIT 220B	E-Commerce on the Web	3
CIT 255	Web Server Administration I	3
CIT 256B	Web Server Administration II	3
CIT 290	Internship in CIT	3-6
or CIT 295B	Specialty Related Capstone Project	3

##### Web Design

CIT 157B	Graphics for the Web	3
CIT 251	Advanced Web Development	3
CIT 290	Internship in CIT	3-6
or CIT 295B	Specialty Related Capstone Project	3
GRC 188	Web Animation and Interactivity I	3

##### Web Programming

CIT 180	Database Concepts and SQL	3
CIT 251	Advanced Web Development	3
CIT 252	Web Database Development	3-6
CIT 290	Internship in CIT	3
or CIT 295B	Specialty Related Capstone Project	

**Customized Option** - Students may take 12 credits in this option, depending on the requirements of the four-year transfer institution. Prior department approval required. More than 12 credits may be required.

General Education Requirements - 24 credits		Credits
English/Communications courses (BUS 107 recommended)		6
(Must include a writing course)		
Humanities/Social Science course		3
Mathematics course (BUS 109B recommended)		3
Human Relations course (MGT 201, 212 or 283 recommended)		3
Science course		3
U.S./Nevada Constitutions course		3
General Elective		3

\*A list of courses fulfilling general education requirements is on page 8.

#### SUGGESTED COURSE SEQUENCE - Web Administration Specialization

First Semester	Completed	Third Semester	Completed
CIT 129	3 <input type="checkbox"/>	CIT 255	3 <input type="checkbox"/>
CIT 151 or GRC 175	3 <input type="checkbox"/>	CIT 220	3 <input type="checkbox"/>
IS 101	3 <input type="checkbox"/>	CIT 201B/202B/203B	3 <input type="checkbox"/>
Gen Ed course	6 <input type="checkbox"/>	(1 credit each)	
		Gen Ed course	6 <input type="checkbox"/>
Second Semester		Fourth Semester	
CIT 152	3 <input type="checkbox"/>	CIT 256B	3 <input type="checkbox"/>
CIT 161B	3 <input type="checkbox"/>	CIT 290 or CIT 295B	3 <input type="checkbox"/>
CIT 260	3 <input type="checkbox"/>	Degree elective	3 <input type="checkbox"/>
Gen Ed course	6 <input type="checkbox"/>	Gen Ed course	6 <input type="checkbox"/>

#### SUGGESTED COURSE SEQUENCE - Web Design Specialization

First Semester	Completed	Third Semester	Completed
CIT 129	3 <input type="checkbox"/>	CIT 157B	3 <input type="checkbox"/>
CIT 151 or GRC 175	3 <input type="checkbox"/>	CIT 251	3 <input type="checkbox"/>
IS 101	3 <input type="checkbox"/>	GRC 188	3 <input type="checkbox"/>
Gen Ed course	6 <input type="checkbox"/>	Gen Ed course	6 <input type="checkbox"/>
Second Semester		Fourth Semester	
CIT 152	3 <input type="checkbox"/>	CIT 290 or 295	3 <input type="checkbox"/>
CIT 161B	3 <input type="checkbox"/>	CIT 201B/202B/203B	3 <input type="checkbox"/>
CIT 260	3 <input type="checkbox"/>	(1 credit each)	
Gen Ed course	6 <input type="checkbox"/>	Degree elective	3 <input type="checkbox"/>
		Gen Ed course	6 <input type="checkbox"/>

#### SUGGESTED COURSE SEQUENCE - Web Programming Specialization

First Semester	Completed	Third Semester	Completed
CIT 129	3 <input type="checkbox"/>	CIT 180	3 <input type="checkbox"/>
CIT 151 or GRC 175	3 <input type="checkbox"/>	CIT 251	3 <input type="checkbox"/>
IS 101	3 <input type="checkbox"/>	CIT 201B/202B/203B	3 <input type="checkbox"/>
Gen Ed course	6 <input type="checkbox"/>	(1 credit each)	
		Gen Ed course	6 <input type="checkbox"/>
Second Semester		Fourth Semester	
CIT 152	3 <input type="checkbox"/>	CIT 252	3 <input type="checkbox"/>
CIT 161B	3 <input type="checkbox"/>	CIT 290 or CIT 295B	3 <input type="checkbox"/>
CIT 260	3 <input type="checkbox"/>	Degree elective	3 <input type="checkbox"/>
Gen Ed course	6 <input type="checkbox"/>	Gen Ed course	6 <input type="checkbox"/>

### Associate of Applied Science Degree in Web Technology Mission & Outcomes

**MISSION** - The purpose of the Web Technology degree is to offer an Associate of Applied Science degree to prepare students with the necessary skills for entry-level employment in Web-based occupations. In addition, many of the courses can transfer to baccalaureate programs in Web technology and related fields

**STUDENT LEARNING OUTCOMES** - Students who complete programs in occupational areas are expected to demonstrate that they -  
Know:

- practices and procedures required for entry level employment,
- entry level skill set, and
- the theoretical principles relevant to their emphasis.

Are able to:

- test successfully on competencies required to pass industry standard certification exams,
- communicate effectively and appropriately, in oral and written form,
- locate, evaluate and properly utilize the tools and resources appropriate to a computer technology professional,
- acquire skills and perform tasks necessary for employment or career enhancement, and
- demonstrate effective communication and computation skills appropriate to the chosen occupational field.

Appreciate and value:

- appropriate and effective presentation of themselves to potential employers, and
- standards of social, ethical, legal, accessibility, and diversity issues of their work environment.



## ACADEMIC DEGREES

### WELDING TECHNOLOGY

#### *Associate of Applied Science Program*

The Welding Technology program is a preparation program which offers students competencies to prepare for code exams. This allows students with varying degrees of competencies to enter the program and progress at their own pace. Students are encouraged to obtain as many lab hours as possible to ensure their skill development.

**SALARY** - \$27,000 - \$61,100/year (*middle range - Nevada*)

**CAREER OUTLOOK** - Average growth through 2012

**GOOD TO KNOW** - Certification required for many jobs

#### DEGREE REQUIREMENTS - 60 credits

##### Program Requirements - 39 credits

	Credits
DFT 100 Basic Technical Drawing	3
MTL 212 Welding I	3
MTL 213 Welding II	3
MTL 217B Welding III	3
MTL 218B Welding IV	3
MTL 291B Welding I/Practice	2
MTL 292B Welding II/Practice	2
MTL 293B Welding III/Practice	2
MTL 294B Welding IV/Practice	2
MTL 296B AWS Code Preparation	1-12

Choose 4-15 credits from the following:

MTT 105B Machine Shop I	3
or MTL 150B Metallurgy I	
MTL 224B Welding Projects	1-6
MTL 290B Metal Technology - Cooperative Education	1-4
MTL Related Metals courses	1-3

#### General Education Requirements\* - 21 credits

	Credits
English/Communications courses (BUS 107 is recommended; must include a writing course)	6
Human Relations (BUS 110B recommended)	1-3
Humanities/Social Science course	3
Mathematics course	3
Science course	3
U.S./Nevada Constitution course	3
Electives	0-2

\*A list of courses fulfilling general education requirements is on page 8.

### WELDING TECHNOLOGY

#### *Certificate of Achievement*

#### CERTIFICATE REQUIREMENTS- 30 credits

##### Subject Requirements - 18 credits

	Credits
MTL 212 Welding I	3
MTL 213 Welding II	3
MTL 291B Welding I/Practice	2
MTL 292B Welding II/Practice	2
MTL 296B AWS Code Preparation	6
Metals electives	2

#### General Education Requirements\* - 12 credits

	Credits
English/Communications courses (BUS 107 is recommended; must include a writing course)	6
Human Relations course (BUS 110B recommended)	1
Mathematics course	3
Elective	2

\*A list of courses fulfilling general education requirements is on page 10.

#### SUGGESTED COURSE SEQUENCE

<i>First Semester</i>	Completed	<i>Third Semester</i>	Completed
MTL 212	3 <input type="checkbox"/>	DFT 100	3 <input type="checkbox"/>
MTL 291B	2 <input type="checkbox"/>	MTL 217B	3 <input type="checkbox"/>
Degree elective	3 <input type="checkbox"/>	MTL 293B	2 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	MTL 296B	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Degree elective	2 <input type="checkbox"/>
		Gen Ed course	3 <input type="checkbox"/>
<i>Second Semester</i>		<i>Fourth Semester</i>	
MTL 213	3 <input type="checkbox"/>	MTL 218B	3 <input type="checkbox"/>
MTL 292B	2 <input type="checkbox"/>	MTL 294B	2 <input type="checkbox"/>
Degree elective	3 <input type="checkbox"/>	MTL 296B	3 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Degree elective	2 <input type="checkbox"/>
Gen Ed course	3 <input type="checkbox"/>	Gen Ed course	3 <input type="checkbox"/>
General elective	0-2 <input type="checkbox"/>	Gen Ed course	1-3 <input type="checkbox"/>



WESTERN NEVADA COMMUNITY COLLEGE • 2006-2007  
**SPECIAL ACADEMIC PROGRAMS**

## CONTINUING EDUCATION PROGRAMS

The college offers a number of programs and services through Continuing Education to help WNCC students, graduates and employers. Services include:

### COMMUNITY EDUCATION

Community Education offers non-credit, self-supporting classes and events that enrich the cultural, social, and recreational life of the community. These may include special interest courses, field trips and workshops.

The department also sponsors College for Kids, an educational enrichment program to challenge youth, and new driver training classes for those age 15 and over. Call:

Carson..... 775-445-4268  
Fallon & Rural Centers..... 775-423-5847  
Douglas..... 775-782-2413

### EMPLOYEE TRAINING CENTER

The Employee Training Center of Western Nevada Community College is dedicated to providing educational opportunities and training solutions for business, industries and government or non-profit agencies. Education and training for credit or non-credit can be delivered on-site at the organization or at WNCC sites. Training can be customized to meet the specific needs of both employers and employees. Call:

Carson & Douglas..... 775-445-4458  
Fallon ..... 775-423-5847

**[www.wncc.edu/etc](http://www.wncc.edu/etc)**

## CORRECTIONAL EDUCATION

WNCC offers classes leading to the completion of degrees and certificate programs to incarcerated students housed in Nevada State Prison facilities within its service area. Courses leading to the Associate of General Studies degree, the Associate of Arts degree, various occupational certificates and degrees are conducted at the Nevada State Prison, Warm Springs Correctional Center, Northern Nevada Correctional Center, Lovelock Correctional Center and Silver Springs Correctional Center.

Call ..... 775-445-4282

## EMERGENCY MEDICAL SERVICES

WNCC's Emergency Medical Services courses are offered through the Division of Nursing & Allied Health. They include:

- CPR • First Responder • EMT Basic and Refresher
- EMT enhanced (Intermediate) • EMT Instructor

The selected courses are designed to meet the National Standard Curriculum published by the United States Department of Transportation, National Highway Traffic Safety Administration. Completion of selected courses is designed to prepare the student for eligibility to take the National Registry Examination for EMT-Basic and EMT Enhanced (Intermediate).

Call ..... 775-445-3296

## TEACHER EDUCATION PROGRAM

WNCC offers introductory courses in teacher education that can transfer to universities or colleges that offer a bachelor's degree in education including the University of Nevada, Reno and/or Nevada State College. These courses offer students a chance to explore a career in education. Successful completion of this set of courses prepares individuals to transfer with the emerging skills to thrive in a four-year program. Outcomes and performance-based assessments include portfolios and lesson plan presentations. Through a well-established partnership with local schools, field experiences are an integral and early part of all teacher preparation courses so that students can begin honing their skills in an authentic setting. These courses can also be used to gain a substitute license or by paraprofessionals needing to qualify under "No Child Left Behind" legislation.

Students can transfer to NSC for elementary education or to UNR to pursue a bachelor's degree and certification in:

- Elementary Education • Special Education/Dual (SPED/Elem)
- Secondary Education (Middle/High School)

WNCC also offers professional development and recertification classes for practicing teachers in such areas as methods, teaching the gifted, classroom management techniques, and technology. WNCC is committed to the effort of providing high quality teachers for their service area.

### Teacher Education Program Mission & Outcomes

**MISSION** - The purpose of the teacher education transfer program is to provide content knowledge and pedagogy for transfer to a university for degree completion and certification.

**STUDENT LEARNING OUTCOMES** - Students in teacher education preparation are expected to demonstrate that they -

1. will provide evidence of sufficient knowledge in the academic content areas necessary for all elementary education courses.
  - a. assessment: evidence of completion of all elementary education courses with a minimum of a 2.5 GPA; passing scores on the PPST.
2. are able to interact appropriately with people from diverse backgrounds. Students will provide evidence of experiences that require appropriate interaction with children or adults in a teaching/learning situation.
  - a. assessment: two letters of reference that address qualifications and potential as a teacher;
  - b. evidence of successful experiences in practicum teaching and learning situations based on evaluations from teachers or community members who participated in student classroom and community fieldwork experiences.

## WESTERN NEVADA STATE PEACE OFFICER ACADEMY

WNCC offers a 30-week, 33.5 credit program to prepare students for careers in law enforcement. The academy begins each January and meets all Nevada and POST certification requirements.

Anyone interested in a career in this exciting and challenging field should apply for admission early to be considered for the following January academy. Students enrolled in this program are required to submit evidence of medical insurance.

Graduates will enhance their employability in attaining positions that require Category I, II or III peace officer certifications for police and sheriffs, investigators, parole and probation officers, bailiffs and jailers.

The program combines classroom learning, practical application and physical training. Cadets will attend numerous law related classes; participate in defensive tactics, first responder, vehicle stops, field investigations, DUI and accident investigations, firearms and baton training.

Call ..... 775-445-4408

**[www.wncc.edu/conted/post.php](http://www.wncc.edu/conted/post.php)**

# Academic Program Progress Worksheet

ASSOCIATE DEGREE/CERTIFICATE

NAME: \_\_\_\_\_

TOTAL NUMBER OF

CREDITS REQUIRED: \_\_\_\_\_

## PROGRAM/EMPHASIS REQUIREMENTS

COURSE NUMBER:	COURSE TITLE:	CREDITS:	GRADE EARNED:
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Total Program/Emphasis Requirements: \_\_\_\_\_

## GENERAL EDUCATION REQUIREMENTS

NOTE: The number and type of general education requirements varies depending upon program of study. Some general education requirements may be fulfilled through core or emphasis courses. See a WNCC counselor for assistance.

English/Communications:

_____	_____	_____	_____
_____	_____	_____	_____

Fine Arts:

_____	_____	_____	_____
-------	-------	-------	-------

Human Relations:

_____	_____	_____	_____
-------	-------	-------	-------

Humanities:

_____	_____	_____	_____
_____	_____	_____	_____

Math:

_____	_____	_____	_____
_____	_____	_____	_____

Science:

_____	_____	_____	_____
_____	_____	_____	_____

Social Science:

_____	_____	_____	_____
_____	_____	_____	_____

U.S./NV Constitution:

_____	_____	_____	_____
_____	_____	_____	_____

Other Electives:

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Total General Education Requirements: \_\_\_\_\_

Other/Transfer Credits:

_____	_____	_____	_____
-------	-------	-------	-------

TOTAL: \_\_\_\_\_



**WNCC CARSON CITY**  
2201 West College Parkway  
Carson City, NV 89703  
775-445-3000

-  
**WNCC DOUGLAS**  
1680 Bently Parkway South  
Minden, NV 89423  
775-782-2413

-  
**WNCC FALLON**  
160 Campus Way  
Fallon, NV 89406  
775-423-7565

[www.wncc.edu](http://www.wncc.edu)



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